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Montgomery County, Maryland

Consolidated Plan for Housing and  
Community Development  
Action Plan, Fiscal Year 2014  
July 1, 2013 to June 30, 2014

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letter and spirit of Equal Housing Opportunity.*

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Montgomery County, Maryland  
Consolidated Plan for Housing and  
Community Development  
Action Plan, Fiscal Year 2014  
July 1, 2013 to June 30, 2014

Table of Contents

Executive Summary .....	1
<u>Background</u> .....	1
<u>Funding</u> .....	1
<u>Consultation and Citizen Participation</u> .....	2
<u>Needs Assessment and Analysis</u> .....	3
<u>Housing</u> .....	5
<u>Special Needs</u> .....	9
<u>Persons with Limited English Proficiency</u> .....	9
<u>Homeless</u> .....	10
<u>Funding Priorities and Strategies</u> .....	11
<u>Focused Neighborhood Assistance</u> .....	12
<u>Affordable Housing</u> .....	15
<u>Non-housing Community Development</u> .....	20
<u>Economic Development Activities and Anti-Poverty Strategies</u> .....	20
<u>Lead-based Paint Hazards</u> .....	24
<u>Barriers to Affordable Housing</u> .....	25
<u>Institutional Structure/Coordination/Public Housing</u> .....	25
<u>Action Plan - Projected Use of Funds – CDBG/HOME/ESG</u> .....	26
<u>Community Development Block Grant (CDBG)</u> .....	27
<u>Home Investment Partnership Program (HOME)</u> .....	31
<u>Emergency Solutions Grant (ESG)</u> .....	32
Section 1 .....	35
<u>Housing and Market Analysis</u> .....	35
<u>Public and Assisted Housing</u> .....	36
<u>Areas of Ethnic Concentration</u> .....	37
<u>Housing Demand &amp; Supply</u> .....	39
<u>Housing Tenure and Type</u> .....	45
<u>Household Size</u> .....	45
<u>New Housing Production</u> .....	45
<u>Housing - Preservation/Rehabilitation</u> .....	46
<u>Special Needs Facilities and Services</u> .....	46
<u>Strategic Plan</u> .....	46
<u>Other Information / Plan Requirements</u> .....	48
<u>Administration</u> .....	48
<u>Eligible Activities</u> .....	49
<u>Development Process</u> .....	49

<u>Managing the Process</u> .....	50
<u>Monitoring</u> .....	51
<u>Institutional Structure</u> .....	52
<u>Program Specific Requirements</u> .....	54
<u>Resources</u> .....	55
<u>Outcomes (Performance Measurement)</u> .....	57
<u>Needs Assessment</u> .....	60
<u>Affordable Housing Without Supportive Services</u> .....	60
<u>Other Special Needs</u> .....	61
<u>Affordable Housing With Supportive Services</u> .....	62
<u>Shelter and Services for the Homeless</u> .....	62
<u>Affirmatively Furthering Fair Housing</u> .....	65
<u>Fostering and Maintaining Affordable Housing</u> .....	66
<u>Affordable Rents</u> .....	66
<u>Geographic Distribution</u> .....	67
<u>Housing Opportunities for Persons with AIDS (HOPWA)</u> .....	68

Section 2 - HUD Tables .....	HUD - 1 to HUD - 45
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Section 3 - Continuum of Care (CoC) .....	CoC 1 – CoC 107
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#### Section 4 - Appendices

Appendix A – Citizen Participation .....	A1 – A10
Appendix B - Analysis of Impediments to Fair Housing Choice (AI) .....	B1 – B30
Appendix C – Advertisement in Local Paper/Request for Comments/Comments .....	C1 – C5

## Tables

<u>Table 1: Cost Burdened Households</u> .....	7
<u>Table 2: Foreclosure filings per housing unit, 2010</u> .....	9
<u>Table 3: Revolving Loan Program</u> .....	17
<u>Table 4: Revolving Loan Program</u> .....	17
<u>Table 5: Cost Burden for Households by Race and Tenure</u> .....	38
<u>Table 6: Montgomery County Population by Race &amp; Hispanic Origin</u> .....	39
<u>Table 7: Median Home Sales Prices, 2000 - 2010</u> .....	43
<u>Table 8: Population, Households, and Jobs (forecasted)</u> .....	45
<u>Table 9: Housing Completions and Approvals</u> .....	46
<u>Table 10: Net Change in Median Income</u> .....	61
<u>Table 11: Homeless Subpopulations (2011)</u> .....	63

## Figures

<u>Figure 1: Housing Initiative Fund by Source</u> .....	6
<u>Figure 2: Household Area Median Income (AMI) by Race</u> .....	7
<u>Figure 3: Foreclosures</u> .....	8
<u>Figure 4: Income by Race and Age</u> .....	37
<u>Figure 5: 2005-2007 Median Household Income by Race and Hispanic Origin</u> .....	38
<u>Figure 6: Percent Asian</u> .....	40
<u>Figure 7: Percent Black</u> .....	40
<u>Figure 8: Percent White</u> .....	41
<u>Figure 9: Percent Hispanic</u> .....	41
<u>Figure 10: Population Density</u> .....	42
<u>Figure 11: Housing Type by Decade Built</u> .....	42
<u>Figure 12: Median Sales Prices, 2000 through June 2010</u> .....	44
<u>Figure 13: Participating Jurisdictions</u> .....	67

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**CONSOLIDATED PLAN FOR  
MONTGOMERY COUNTY, MARYLAND\**  
**July 1, 2013 to June 30, 2014**  
**FY2014 Action Plan**

## **Executive Summary**

### **Background**

The United States Department of Housing and Urban Development (HUD) requires that all jurisdictions entitled to receive funding under the Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with Aids (HOPWA) programs develop a Consolidated Plan for community development no less than every five years, and an Action Plan every year. Developing the plan is a collaborative process that relies on community input and provides an opportunity for strategic planning to ensure that actions taken at the local level are coordinated and comprehensively address priority housing and community development needs. An Action Plan is required annually to provide specific information on how the funds awarded will be used to meet the priority needs identified in the Consolidated Plan, and annual evaluation and performance reports are prepared to track progress and measure accomplishments.

This annual Action Plan serves as Montgomery County's application for CDBG, HOME and ESG funds for Fiscal Year 2014 (July 1, 2013 – June 30, 2014). The Department of Housing and Community Affairs (DHCA) is the lead agency responsible for the submission of the Action Plan to HUD. While the Plan is customarily submitted to HUD no later than May 15 each year, due to delayed announcements of funding allocations this year HUD allowed grantees until June 14 to submit their plans. The City of Gaithersburg is eligible to receive funds directly from HUD, so it prepares its own Consolidated Plan. The cities of Rockville and Takoma Park receive funding through the County but determine locally how CDBG funds will be used in their jurisdictions.

In addition, for other competitively awarded funds, HUD may require that applicants obtain a Certification of Consistency with the Consolidated Plan as part of the application submission. DHCA is responsible for providing these certifications for all projects in the county occurring outside the Gaithersburg city limits and does so at the request of the applicants and upon review of the proposed use of funds to ensure consistency.

### **Funding**

Montgomery County is entitled to receive \$5,831,250 in federal funding for County fiscal year 2014 through CDBG, HOME and ESG formula allocations. HUD had instructed grantees, in a March 2013 letter, to expect a five percent reduction in funding from prior levels if the government continued to operate on the basis of a Continuing Resolution and in light of the March 1 sequestration order, which cancelled approximately \$85 billion in federal budgetary resources. On May 30 the County was formally notified by HUD of its allocations. Information on how the County proposes to use the

CDBG, HOME and ESG funds in Fiscal Year 2014 is noted later in this summary. The FY14 funding amounts are shown here compared with last year's funding levels:

Year	CDBG	HOME	ESG	Total
FY13	3,821,180	1,326,417	403,810	5,551,407
FY14	4,182,362	1,370,122	278,766	5,831,250
difference	361,182	43,705	-125,044	279,843
	9.5%	3.3%	-31.0%	5.0%

The CDBG program funds activities that primarily benefit low- and moderate-income (LMI) residents of the community and is used for a wide range of community development activities like housing rehabilitation loans, code enforcement, neighborhood revitalization projects and social services provided by nonprofit organizations. The HOME program funds loans for the creation and preservation of affordable housing and grants for the provision of tenant-based rental assistance. The CDBG and HOME programs are administered by DHCA.

The ESG program funds will be used for Rapid Re-Housing activities including Relocation Assistance and Rental Assistance to help stabilize households who are homeless or at imminent risk of homelessness. ESG funds will also support the Homeless Management Information System (HMIS). In 2012, the Montgomery County Department of Health and Human Services (DHHS) and the Department of Housing and Community Affairs entered into a Memorandum of Understanding to utilize the Emergency Solutions Grant funding whereby DHHS would administer the ESG grant for the foreseeable future.

The County's Department of Health and Human Services (DHHS) is the local "program sponsor," responsible, under contract with the AIDS Administration in the Maryland Department of Mental Health and Hygiene, for HOPWA funding. HOPWA funds are awarded on a regional basis, with the State of Maryland assuming grant responsibilities for a service area comprised of both Frederick and Montgomery counties. HOPWA funds tenant-based rental assistance and supportive services for persons living with HIV/AIDS and their families.

The allocation amount for the HOPWA program for the Bethesda-Frederick-Gaithersburg, MD Metropolitan Division, which includes both Montgomery and Frederick Counties, is not yet known. For the current year (County FY13 ending 6/30/2013) the grant amount for the Montgomery County portion of the Bethesda-Frederick-Gaithersburg, MD Metropolitan Division was \$853,739.00. Of this, \$722,357 is available for long term rental subsidies, which is subsidizing 59 rental units, housing 64 persons living with HIV, and housing a total of 110 people (from the fourth quarter report to the Maryland State Department of Health and Mental Hygiene). More information on the HOPWA program is found on page 68.

## **Consultation and Citizen Participation**

Montgomery County residents are afforded many opportunities to express their views and opinions, identify priority needs and discuss gaps in service delivery. Volunteer boards and commissions provide community input in all aspects of public policy and administration. DHCA facilitates an annual public hearing to solicit comments from residents concerning community

development needs, with residents provided further opportunity for comment at public hearings held by the County Council in conjunction with annual approval of the budget. While DHCA provides residents with an opportunity to comment on the draft Consolidated Plan, staff also incorporates public input provided through issue-oriented forums and town meetings not directly related to the development of the Consolidated Plan. For example, every year the County Executive holds public town hall meetings in various locations around the county to listen to resident concerns and also holds “virtual” town halls where residents can call in or email in with questions and comments. Other county departments hold community forums or conduct studies to obtain input in specific policy or program areas, such as services for special populations like seniors, the homeless, persons with disabilities or those with limited English proficiency. For example, persons representing some thirty organizations worked on the development of a Continuum of Care for assistance to the homeless. Contact is made with the Housing Opportunities Commission (HOC) of Montgomery County to discuss the concerns of the agency and the residents it serves. The Maryland-National Capital Planning Commission, Montgomery County Department of Planning coordinates with DHCA on matters affecting housing in its plan making capacity and through regulation and control of land development. Finally, to ensure a regional perspective regarding a variety of issues including transportation, affordable housing, fair housing and the homeless, the county actively participates in the Metropolitan Washington Council of Governments (COG) as a means of furthering inter-jurisdictional cooperation.

The county has a “Citizen Participation Plan” (included here as Appendix A) in accordance with federal requirements. In preparation of this Consolidated Plan, DHCA worked closely with the Community Development Advisory Committee (CDAC) appointed by the County Executive. Montgomery County Continuum of Care has developed an action plan to identify a formerly homeless person to participate on their Performance and Evaluation Committee. The committee will utilize information from the Homeless Management Information System, HUD performance measures, and site visits to analyze the system, identify gaps, and recommend funding allocations. A public hearing was held in October 2012 before the Community Development Advisory Committee (CDAC) to receive input regarding needs to be addressed in the plan and to review past performance. A summary of testimony from this hearing is on file at DHCA. Additionally, five public hearings were held on the Fiscal Year 2014 Operating Budget by the Montgomery County Council over the April 10-12, 2013 period as part of the budget review process.

In an attempt to make this document available for review/comment by as many interested individuals/groups as possible, draft copies were placed in the County’s five regional government service centers with the public being informed by local newspaper advertisement (copy included in this plan) of the availability of the document and the opportunity to comment on it prior to final submission. The newspaper ads also noted that the document is available on the County’s website at: <http://www.montgomerycountymd.gov/Content/DHCA/index.asp>. Notice was also provided to the State of Maryland and surrounding jurisdictions.

### **Needs Assessment and Analysis**

Montgomery County is a desirable place to live, and this desirability, characterized by strong schools and access to employment opportunities, has spurred population growth, immigration that continues to increase the ethnic and racial diversity of the county, a focus on transit-oriented

development as traffic congestion worsens and the county approaches “build out” and an increasing demand for affordable housing.

In the past decade, Montgomery County’s population grew by more than one percent per year, climbing to just over one million (1,004,709) by April 2012. Contributing to the rise in population has been a high birth rate and foreign immigration. Between 2000 and 2008 the county gained 65,000 residents from a natural increase in population (i.e., births minus deaths). Over the same period, foreign immigration to Montgomery County accounted for nearly 67,000 new residents or about 86% of net migration. In 2010, Montgomery County became one of 336 “majority-minority” counties in the United States, with Non-Hispanic Whites making up 49.3 percent of the county’s population, down from 59.5 percent in 2000.

Montgomery County has also experienced an increase in its older population greater than the population at large. Between 1990 and 2010, those 65 and over went from 10.2% of the population to 12.3% of the population. According to the Council of Governments Round 8.0 Cooperative Forecast this age group will make up 17% of the population by 2040.

The current income distribution of households in the County shows that about 27% of County households earn less than \$50,000. At 30% of income for housing costs, \$50,000 can support a rent plus utility payment of \$1,250 per month. The countywide average turnover rent in 2011 for market rate units was just over \$1,440 per month, which means that more than 27% of the households in Montgomery County cannot afford the average rent for an apartment.

A Planning Department study completed in 2008 using data from the 2005 Census Update Survey revealed that the County had a shortage of between 43,000 to 50,000 units that were affordable for households earning less than the median income at the time of \$90,000 a year for a family of four. In contrast, a surplus of units was available to those with more than \$150,000 in annual household income. Lower and moderate income households were paying greater than 30% of their household income on housing; living in smaller than ideal units (greater than two persons per bedroom), and could not afford to purchase a home. The housing supply shortage for households earning low to moderate incomes is expected to worsen over the next twenty years. Every indication is that the findings in this study continue to be valid, but it is important that this study be updated as soon as possible. Studies completed in 2008, when housing prices were steadily appreciating, estimated that by 2030 it will be difficult for a household with an annual income of \$120,000 or less (in constant 2009 dollars) to afford a home in much of Montgomery County. By then, the report estimated that the gap in affordable housing would reach 62,000 units.

The County has a severe deficiency of affordable housing for larger households. The 2008 Housing Supply and Demand study indicates that households with four or more persons have a deficiency of approximately 11,000 units that are affordable, with three person households having a deficiency of approximately 7,000 units. This trend continues and worsens into 2030. Larger families with incomes up to \$120,000 face restricted affordable housing options.

## **Housing (for persons with and without special needs)**

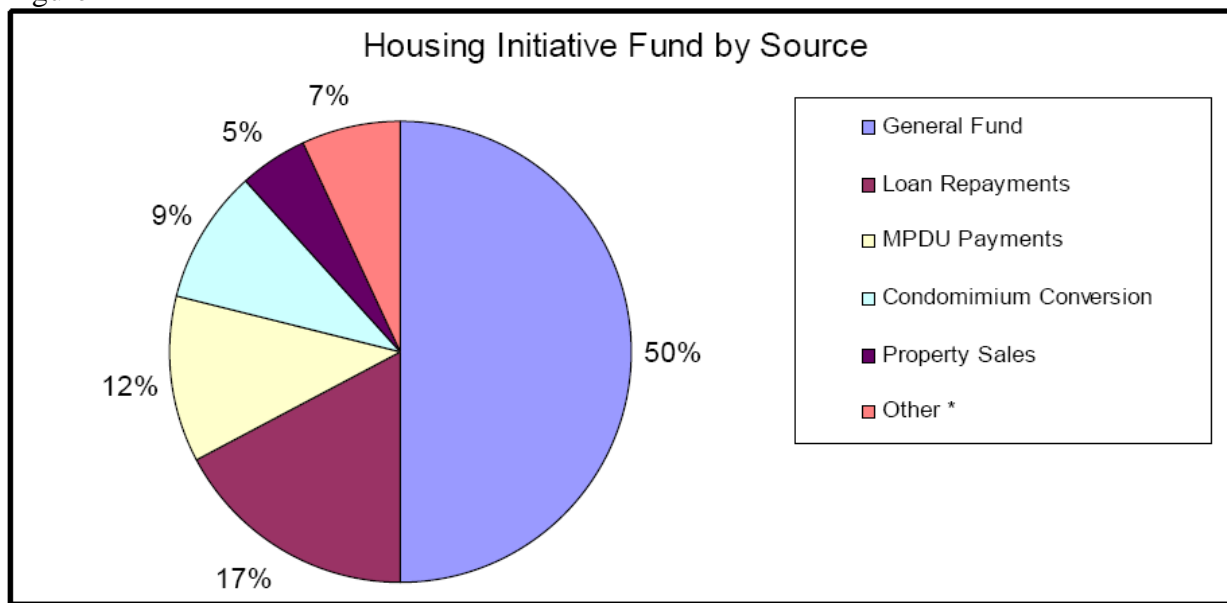
Even though the County has developed some of the most progressive and effective affordable housing programs in the country, programs such as the award-winning Moderately Priced Dwelling Unit (MPDU) program, and the Housing Initiative Fund (HIF), a model trust fund, current efforts do not sufficiently address the affordable housing needs. While County Executive Isiah Leggett continues his commitment to “Affordable Housing in an Inclusive Community” as a priority policy objective, the economic downturn has increased the need for affordable housing at a time when resources continue to be constrained.

Over the last six budgets, the county has addressed an unprecedented \$2.7 billion in budgetary shortfalls that have strained services and reduced the size of the County workforce by over ten percent. In his proposed \$4.8 billion operating budget for fiscal year (FY) 2014, Montgomery County Executive Isiah Leggett strategically restores some of the most critical and important services cut over the past six years as the County faced unprecedented budget challenges. The recommended enhancements balance the backlog of resident needs with the County’s new economic reality. The budget continues Leggett’s three-year plan to add 120 sworn officers and 23 civilians to the Police Department and doubles the number of School Resource Officers assigned to County high schools. It provides a 10 percent increase in Public Libraries, staffing newly-renovated libraries in Gaithersburg and Olney, increasing materials and adding hours at several libraries. Following up on commitments made in his February 20 “State of the County” speech, Leggett expands the popular “Excel Beyond the Bell” program in his Positive Youth Initiative and boosts County funding to expand English language programs for County adults by 14 percent. Leggett’s budget also expands the County’s Earned Income Tax Credit (EITC) that assists the working poor.

The total recommended FY14 Operating Budget for the Department of Housing and Community Affairs (DHCA) is \$37,170,064, an increase of \$7,674,689 or 26.0 percent from the FY13 Approved Budget of \$29,495,375. The Department’s budget includes a \$26 million contribution to the Montgomery Housing Initiative (MHI) to create and preserve more affordable housing and it also earmarks \$4.5 million to support the development of 140 units of affordable housing for low-income seniors, the second part of a two-year commitment that will total \$6 million. A breakdown of funding sources can be seen in Figure 1 below.

While the 2010 Census (Demographic Profile – DP-1) indicates that 68% of county residents are owner-occupants, median for-sale home prices have generally increased over time faster than general inflation and faster than real incomes, causing affordability challenges for households with a wide range of incomes (see Table 5 in the Housing and Market Analysis section on page 38 for more detail). This holds true despite the more than one third drop in median home sales prices from the 2006 peak to 2010, if we just go back ten years to include both the build up and the bursting of the housing bubble. Over the last decade (2000 – 2010) the average inflation rate was 2.8% while household median incomes rose only at a 2.2% annual pace. During this same period the median sales prices increased 5.6% per year for new single-family detached homes, 4.2% for existing single-family attached homes, 2.8% for new single-family attached homes, and just 1.5% for existing single-family detached homes, the only category to rise less than inflation and incomes.

Figure 1



\*Other: Includes Recordation Taxes, Investment Income, Development Approval Payment, and miscellaneous revenue. Source: DHCA

For those 32% of Montgomery County households that rent, a report released in March, 2010, by the Montgomery County Tenants Work Group, indicated that tenants, especially those with limited incomes, were seeing rents increase faster than the cost of living and their incomes. The federal Fair Market Rent for a two-bedroom unit in the county as of Federal Fiscal Year 2013 (October 1, 2012 – September 30, 2013) was \$1,412. Table 1 shows how these economic forces translate into housing cost burdens for both owner and renter households.

Poverty is on the rise across the country and in the suburbs. Montgomery County is part of that trend. The rate of poverty in Montgomery County increased from 5.1 percent in 2007 to 6.7 percent in 2011. The Maryland Self-Sufficiency Standard (<http://www.selfsufficiencystandard.org/docs/Maryland2012.pdf>) defines the income needed to realistically support a family, without public or private assistance. For most workers throughout Maryland, the Self-Sufficiency Standard shows that earnings well above the official Federal Poverty Level are nevertheless far below what is needed to meet families' basic needs. In Montgomery County, the amount needed to make ends meet for one adult, one preschooler, and one school-age child is \$36.90 per hour (\$77,933 annually), which is four times the federal poverty level of \$19,530 for a family of three in 2013. In the last decade, basic costs for this family increased 59%, while incomes rose by only 17%. Major cost increases facing the above family from 2001 - 2012 were: Health (66% increase); Child Care (62% increase); Housing (62% increase); and Food (47% increase). Also supporting the notion of broad economic distress is data available through the U.S. Census Bureau's 2005-07 American Community Survey, compiled by HUD into the Comprehensive Housing Affordability Strategy (CHAS) data (see Table 1). It shows that just over one third of all county households were either severely or moderately "cost burdened" by housing. With blacks and Hispanics (all races) having significantly lower median household incomes (Figure 2) than do Asians and non-Hispanic whites, they are disproportionately impacted.

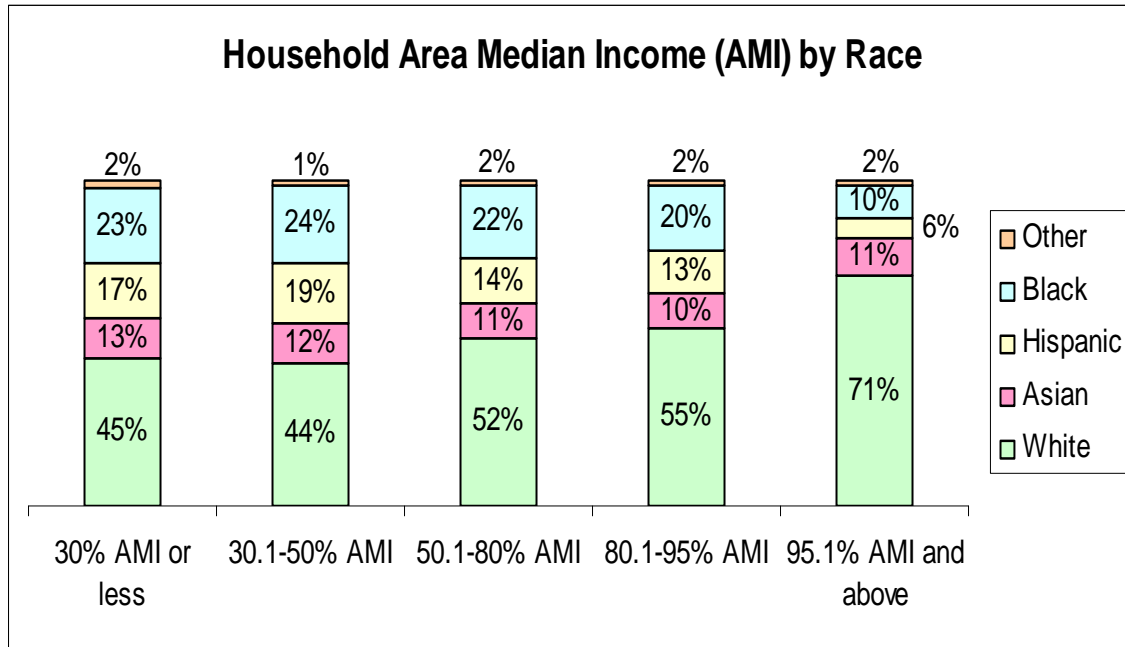
Table 1

Tenure Status	Cost Burdened Households			Total as a Percent of All Households	All Households
	Moderate	Severe	Total		
Owner	43,875	25,460	69,335	28.8%	240,480
Renter	25,265	20,630	45,895	44.9%	102,140
Total	69,140	46,090	115,230	33.6%	342,620
Total as a Percent of All Households	20.2%	13.5%			

Moderate cost burden = housing cost greater than 30%, less than or equal to 50% of income  
Severe cost burden = housing cost greater than 50% of income

Source: Department of Housing and Urban Development, 2009 Comprehensive Housing Affordability Strategy (CHAS) (Based on 2005-07 American Community Survey data)

Figure 2



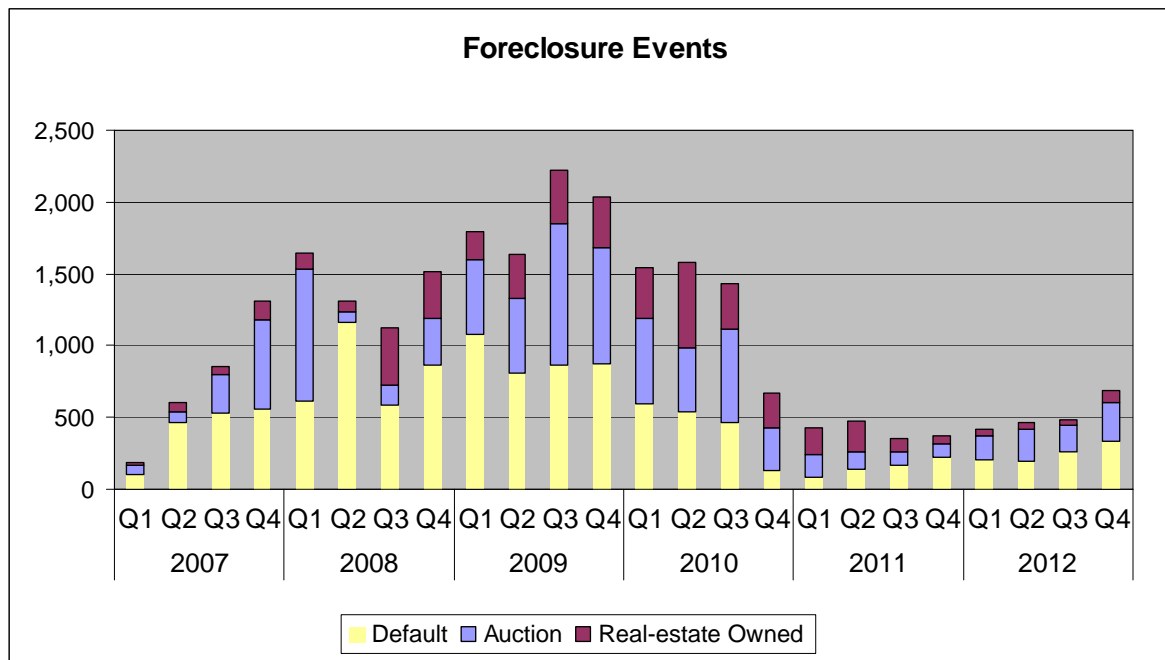
Source: Department of Housing and Urban Development, 2009 Comprehensive Housing Affordability Strategy (CHAS)

There continues to be a need for additional affordable housing units for both renters and owners. Households with low- and moderate-incomes are finding it increasingly difficult to purchase a first home in the County. Increasing the supply of affordable workforce housing is becoming a more pressing priority as housing prices force many who work in the County to seek housing outside the County, impacting the available labor force and exacerbating traffic concerns.

## Residential Foreclosures

The number of people losing homes to foreclosure during the Great Recession has been staggering and unprecedented in modern times. The causes that find borrowers unable to keep up with their mortgages are varied, from variable-rate loans that re-set payments higher, refinancing made impossible because of dropping home values, to job losses and persistently high unemployment. High levels of foreclosures beginning in 2007 have been a nationwide phenomenon and affluent places like Montgomery County have not been spared. Data collected by the Maryland Department of Housing and Community Development from the firm RealtyTrac show a dramatic rise in foreclosure filings in Montgomery County, peaking in 2009 (see Figure 3 below). Court filings include “default”, when a borrower is late with payments, “auction”, when the unit is scheduled to be auctioned off, and “real-estate owned”, when the lender takes possession of the home. Some housing units appear in the data below for more than one filing type. Compared to other Maryland jurisdictions, the situation in Montgomery County appears to have improved when normalizing foreclosures by the number of housing units - Montgomery County was fifth of the five largest jurisdictions in 2012, down from 2nd in 2009Q2 (see Table 2 below).

Figure 3: Foreclosures



Sources: MD DHCD, RealtyTrac

Foreclosures can have a devastating affect on those directly involved and vacant, foreclosed homes can also affect neighborhoods. While Montgomery County can't prevent the loss of homes by every defaulting borrower it has taken aggressive steps to identify those at risk of foreclosure and to provide financial counseling and mediation services between lenders and borrowers. Services have been directed to identified foreclosure “hotspots” in the Germantown, Gaithersburg, and Silver Spring areas. From 2008 through 2012 more than 13,000 people participated in 382 workshops and outreach events. In 2012 1,476 clients were served by individual foreclosure counseling sponsored by the County with services being delivered by three non-profit community organizations. One third of clients

counseled reported a positive outcome in their personal situation with the most common of these outcomes being “mortgage modified”.

Table 2: Foreclosure filings per housing unit, 2012

Jurisdiction	Housing Units	% of total housing units in Maryland	Foreclosure Filings	Housing units per Foreclosure
Prince George's	321,577	13.80%	5,090	63
Baltimore City	294,298	12.60%	2,893	101
Baltimore County	328,125	14.10%	2,267	144
Anne Arundel	204,199	7.10%	1,212	168
Montgomery	364,998	15.60%	1,969	185

Sources: CountyStat, MD DHCD, RealtyTrac

## Special Needs

Montgomery County assists **vulnerable populations** County-wide – those with low incomes and in need of affordable housing with supportive services, including the elderly, the developmentally disabled, persons with physical disabilities, persons with mental illness or chronic medical conditions, such as those living with HIV/AIDS, those with addictions and victims of domestic violence all have special needs. In addition to other sources, the County uses funding from the Housing Initiative Fund (HIF) for much needed rental assistance, has worked to improve service delivery through a “no wrong door” policy for accessing services and by improving coordination of service delivery, as has been the case with the opening of the Family Justice Center, a comprehensive, “one-stop” service shop for victims of family/domestic violence and their children. The County has also, through its Commission on Aging and the Commission for Persons with Disabilities, encouraged universal design and visitability in new housing construction. Having accessible housing is especially important for older residents that want to age in place and for others with mobility impairments. The County Council recently voted to add enhanced accessibility for disabled persons as one of a number of “public benefit” incentives for developers under the County’s Commercial-Residential (CR) zone, initially created in 2009.

## Persons with Limited English Proficiency

It is important to note that lower-income persons in need of affordable housing, with and without special needs, who have limited English proficiency, are in need of culturally sensitive and linguistically appropriate services. Some 30 percent of County residents are foreign-born, one in three speaks a language other than English at home and an estimated 14.5 percent are of limited English proficiency. In March, 2010, County Executive Isiah Leggett signed an Executive order on Language Access that will ensure consistently high quality services for residents with limited English proficiency, institutionalize effective practices and encourage cross-agency coordination with other public institutions in the county and build upon the county’s current Limited English Proficiency (LEP) policy. Accomplishments at the Department of Housing and Community Affairs include assigning a dedicated department liaison for language access issues, creating a department Language Access Plan, certifying staff speakers of other languages, posting materials in visible places and in

multiple languages about how to obtain services in other languages, translating a host of program information and forms into Spanish, and training more than half of the staff in language access issues. You can read more about the County's LEP here: [www.montgomerycountymd.gov/LEP](http://www.montgomerycountymd.gov/LEP).

## **Homeless**

For the homeless or those pending possible eviction and facing homelessness, housing choices are not only limited by affordability considerations but also by the need for supportive services. A point-in-time survey was conducted in January 2013 showing a homeless population count of 1007. This is a 2.5% increase from the 2012 count of 982, but an 11% decrease from the 2011 count which was 1,1132. The slight increase can be attributed to the continued lack of affordable housing, challenges with the economy and employment, and for many of the county homeless multiple barriers such as poor credit, landlord debt, criminal justice involvement, and untreated behavioral health disorders. There was a decrease in the number of homeless persons in families 369 in 2013 from 381 in 2012. This enumeration indicated a 7.1 decrease in the overall total number of households with children. However, this number is not an accurate reflection of the true picture for homeless families in the County. The conversion of transitional units to permanent supportive units increased permanent housing, but reduced the movement in the CoC increasing the length of stay in emergency shelters. In addition, the continuum has noted an increase in youth family households, where the head of household is between the ages of 18 – 26 that not only are affected by the same factors listed, but also present with limited education and employment skills.

Of all homeless persons counted, 63% of all persons counted were households without children while 37% were persons in families. More than two-thirds (68%) of Montgomery County homeless households without children reported chronic substance abuse, serious mental health issues, or co-occurring disorders, consistent with previous year. During this enumeration 40% of homeless households without children reported chronic health problems. During FY13 in collaboration with Dept. of Housing and Consumer Affairs and Special Needs Housing, funding was provided to develop permanent supportive housing for medically vulnerable adults within the Housing Initiative Program. This program could also support the thirty-five percent of the County's households without children that are considered chronically homeless.

The Continuum of Care continues to provide supportive services related to the special needs of the homeless recuperating after hospital discharge via Healthcare for the Homeless. In FY13 Montgomery County Continuum of Care joined the 100,000 Homes Campaign whose goal is to house the most medically vulnerable and/or chronically homeless persons. Healthcare for the Homeless supported this initiative and hired a nurse that will provide services to those in permanent housing.

HUD did not require domestic violence be counted during this enumeration; however, it is considered valuable information toward understanding the factors that lead to homelessness. Four percent of households without children and twenty-one percent in households with children reported that domestic violence contributed to their current episode of homelessness. In 2013 there was one chronically homeless family identified.

The number of households without children reporting employment increased from 16 in 2012 to twenty-seven percent in 2013. This can be attributed to the concerted effort to connect homeless

persons with vocational and employment supportive services. Employment among adults in households with children increased slightly to 48 percent in 2013 from 46 percent in 2012.

Fifty-eight (58) percent of households without children reported having some type of income, including those that were unsheltered. In households with children, thirty-one percent reported some form of monthly income. .

The weak economy has resulted in increased need for emergency housing assistance to prevent homelessness, including emergency payments to prevent evictions and utility cutoffs. Preventing homelessness through early intervention, coordinated case management, and financial assistance are priorities, along with more long-term transitional and permanent housing and supportive services needed to help those already homeless.

### **Funding Priorities and Strategies**

Montgomery County Executive Isiah Leggett said of his proposed FY14 budget that: “The strategic increases that I am recommending in FY14 do not restore the reductions that have been made to most of the County government departments over the past six years. Rather, they address serious deficiencies in our ability to provide basic services. While we still face fiscal challenges, County government will continue to defer some purchases, stretch out the life of technology, vehicles and other systems, defer maintenance on County facilities, and stretch our existing resources – human and otherwise – so as to cause the least disruption in services to County residents. We will continue to explore ways of performing critical services with fewer resources. Given the great budget uncertainty at the Federal level, and the potential impact this turmoil can have on the local economy, we must remain prudent in our spending.”

On May 23, 2013 the Montgomery County Council unanimously approved a \$4.8 billion County total operating budget for Fiscal Year 2014. The budget, which reflects a 4.1 percent increase over the approved budget for FY 2013, “continues to invest in our economic and social infrastructure,” said Council President Nancy Navarro. In the years between FY09 and FY12, the County Government workforce was reduced by 1,254 positions (10 percent). The FY13 budget restored 92 positions and the FY14 budget restores an additional 128 positions. The budget maintains the County’s commitment to prudent fiscal policies that the Council and Executive mutually agreed are critical to maintaining sound fiscal management. The budget increases reserve levels to cushion the County against any additional unanticipated economic setbacks. It also again increases the pre-funding of retiree health benefits.

Priority policy objectives of Montgomery County continue to be:

*Children Prepared to Live and Learn*  
*Affordable Housing in an Inclusive Community*  
*Safe Streets and Secure neighborhoods*  
*A Responsive and Accountable County Government*  
*Healthy and Sustainable Communities*  
*An Effective and Efficient Transportation Network*  
*A Strong and Vibrant Economy*  
*Vital Living for All of Our Residents*

Restoring fiscal prudence and restructuring government to make it more accountable and effective are important strategies to ensure that spending is sustainable and that funds, while more limited, continue to be well spent. One recent initiative to enhance efficiency, effectiveness and responsiveness has been the development of the openMontgomery program, the County's umbrella Open and Digital Government initiative. openMontgomery is comprised of four separate programs: 1) dataMontgomery, providing on-line access to County datasets in consumable format; mobileMontgomery, providing mobile device access to County information, services and programs; engageMontgomery, providing an on-line forum for resident collaboration and idea-sharing; and accessMontgomery, providing on-line access to County services, reports, budgets, and contracts. Montgomery County was honored with a 2012-2013 Technology Solutions award in the Web, e-Government and Mobile Technology category from the Public Technology Institute (PTI) for the openMontgomery program. Two additional County programs were recognized PTI for Significant Achievement: a Cloud-Based BikeShare Research Tool, and a Mobile IT Service Desk. Montgomery was the only county in the State of Maryland - and the only jurisdiction in the Washington DC metropolitan area - to be recognized with an award by PTI in this year's technology solutions awards competition.

A final example of streamlining County government operations is County Executive Isiah Leggett's recently announced cross-agency effort to make meaningful changes to the development application process. An initial step consolidates construction inspections currently being done by the Department of Permitting Services and Montgomery County Fire and Rescue Services. Additionally, the Maryland-National Capital Park and Planning Commission will change its process for review of DPS-issued building permits as it pertains to forest conservation plans. A dedicated website has been created to receive comments and information on streamlining the development approval process (<http://www.montgomerycountymd.gov/permittingervices>).

An overarching strategy is the focus on "managing for results," with performance data becoming the primary basis for review and analysis of the funding requests of county operating departments. Montgomery County recently implemented a results-based budgeting system. A key driver of "managing for results" is the CountyStat Office that works with county operating departments and partner agencies to focus on performance management using four principles: require data-driven performance; promote strategic governance; increase government transparency; and foster a culture of accountability. Opportunities for cross departmental/agency coordination have been enhanced through a collective focus on key, cross-cutting issues, such as foreclosures and affordable housing, positive youth development, vital senior living and pedestrian safety. In addition, the Department of Housing and Community Affairs created a Focused Neighborhood Assistance Program currently active in two geographically-defined areas selected using CountyStat principles. More about CountyStat can be found here: <http://www.montgomerycountymd.gov/countystat>.

### **Focused Neighborhood Assistance**

Strong, well-maintained neighborhoods are a critical component of overall community well-being and quality of life for Montgomery County residents. In 2009 the Department of Housing & Community Affairs (DHCA) initiated a data-driven process to identify neighborhoods that could most benefit from public-led revitalization efforts. Staff first mapped the incidence of crime, household

incomes, and single-family rental/foreclosure data for 271 geographic areas. Through discussions with other staff, including area school principals, District Police Commanders, Directors of the County's Regional Service Centers and representatives from a number of county departments, including Transportation, Health and Human Services and Recreation, DHCA staff applied professional judgment and field research to choose the first two geographically defined Focused Neighborhood Assistance Areas: the Mid-County Focus Area in Glenmont and the Upcounty Focus Area in Germantown. The Mid-County work has been completed and included improvements to four mid-block pedestrian pathways and safety and security improvements to the Wheaton-Glenmont Outdoor Swimming Pool. Work continues in the Upcounty Focus Area and FY14 will see the implementation of improvements to a newly chosen area – the McKendree Neighborhood of Montgomery Village.

The Upcounty Focus Area consists of 7,806 housing units of various types as well as some commercial properties. Based on stakeholder feedback and supported by a visual survey, the 684-unit Cinnamon Woods Community was identified as one that could benefit from financial support to expand the HOA's ongoing efforts to make improvements to exterior housing conditions. The work program involves exterior painting, replacement of damaged wood on homes, fences and sheds and installation of vinyl siding. Homeowners qualify for participation based on HUD Income Limits. This community of quad-style homes was built during the early 1970s and had a relatively high proportion of families with students qualifying for the Free and Reduced Meal Program; 54.2% of students qualified, compared to 36.8% for the entire Focus Area and 27.0% countywide. Deterioration to housing exteriors due to age, the income-eligibility of homeowners for the financial assistance (CDBG-R) available and community concern over increasing property vacancies due to foreclosure activity were all factors in selecting this community.

In 2011, the McKendree neighborhood was selected as the third Focused Neighborhood Assistance Area (FNA). The FNA includes two streets, Brookridge Court and Forest View Place, located within Montgomery Village on the outskirts of the City of Gaithersburg. Montgomery Village is a planned community created in the early 1960's. The developer Kettler Brothers worked with local government officials, civic activists, professional planners and engineers to develop a community that could meet the needs of major businesses relocating from Washington, DC, and the federal government employment presence growing in the outer suburbs. A variety of housing types were built in distinctive neighborhoods that were close to schools and activity centers. McKendree was constructed in 1976 and 1977 as the first Moderately Priced Dwelling Units (MPDU) in the County. The MPDU program is a landmark affordable housing program established by local legislation in 1974. It required that 15 percent of the total number of dwellings in every subdivision containing 50 or more units be affordable to moderate-income households with an affordability control period of five years. In subsequent years, the control period was extended. The current control period for new MPDU units is 30 years. McKendree is composed of 212 back-to-back, side-by-side town homes. Nearly half of the homes are rental properties. The control period expired decades ago but the neighborhood remains an island of affordable housing in an ocean of higher priced homes.

During 2012 DHCA staff conducted a block-by-block visual survey of McKendree and held meetings with County agencies and other organizations to gather input on the assets, issues and needs of the area. These activities informed the development of the current work program, which will be funded with a combination of CDBG funds and other resources:

#### 1. Common Areas

- Examine opportunity to address courtyard drainage issues and improved landscaping.
  1. Obtain services of consultant to conduct assessment of drainage issue and recommendation for improvement.
  2. Obtain services of consultant to develop landscape plan with the advice of stakeholders.
  3. Construct improvements
- Access interest in community activities.
  1. Conduct community outreach
  2. Possible activities could include Earth Day Clean-Up, Community Picnic, National Night-Out, etc.

#### 2. Pedestrian Pathway from McKendree to Apple Ridge

- Examine opportunity to provide CEPTED Pedestrian Lighting along path
  1. Obtain services of consultant to conduct assessment and recommendation for improvement.
  2. Construct improvement.

#### 3. Individual homes

- Offer Exterior Home Improvement and Energy Efficiency Grant in conformance with the Montgomery Village Architectural Guidelines and Policies opportunity to income eligible homeowners.
- Offer Exterior Home Improvement and Energy Efficiency Forgivable Loan with affordability control period to rental properties whose tenants are income eligible in conformance with the Montgomery Village Architectural Guideline and Policies.
- Work with non-profit community to acquire, rehab, and re-sale of vacant, bank owned properties to first time homebuyers.
- Connect appropriate homeowners to foreclosure counseling

#### 4. Access to Communities

- Examine opportunity to construct pedestrian sidewalk along entry to McKendree from Shadow Oak Drive and other improvements.
  1. Obtain services of consultant to develop a baseline lighting survey for all pedestrian sidewalks, pathways, courtyards and parking lots.
  2. Analyze findings and share with stakeholders
  3. Obtain services of consultant to design pedestrian improvements as feasible.
  4. Construct improvements.

Links to reports on the Focused Neighborhood Assistance Program can be found here:

<http://www6.montgomerycountymd.gov/content/DHCA/hca/reports.asp>

## **Affordable Housing**

Increasing the supply of affordable housing through both preserving existing units as affordable and expanding the supply of new affordable units is an ongoing priority. Housing priorities include maintaining existing housing through code enforcement and rehabilitation, preserving housing that could be lost from the affordable housing stock, modernizing public housing, building new, affordable housing, including housing for special needs populations and for those who need moderately-priced housing who may work in, but cannot afford to live in, the county.

The County uses local funds, as well as federal and state resources, to create and preserve affordable housing by partnering with housing providers to provide flexible financing designed to leverage other sources of funds and to be responsive to unique project requirements. Montgomery County has used a number of strategies to address affordable housing priorities, developing a range of tools and incentives, including a locally funded housing trust fund and an award winning inclusionary zoning program.

County Executive Leggett has appointed a number of task forces and work groups to bring together informed individuals from all sectors to examine and make recommendations on a wide variety of issues. Past groups related to housing include the Affordable Housing Task Force, the Code Enforcement Work Group, and the Tenants Work Group. Other boards, committees and commissions work on a variety of issues like poverty (Community Action Board) and the needs of special populations (Commission on Aging; Commission on Persons with Disabilities) that inform the housing discussion and that, along with other groups and initiatives, like the Interagency Fair Housing Coordinating Group and the Senior Sub-cabinet for Vital Aging, make recommendations and serve as strong advocates for affordable housing. Relying on the talent and dedication of those who volunteer is an important strategy in bringing the “best thinking” from all view points to address concerns.

A number of the recommendations made by these groups have been implemented or are being considered. As a result of the Code Enforcement Workgroup recommendations, new laws went into effect in April and July of 2011 dealing with home-based businesses, off-street parking and paving front yards that are enhancing neighborhood safety, aesthetics, and environmental quality. The county, through the Department of Housing & Community Affairs (DHCA), continues to use housing code enforcement, multifamily rehabilitation loans and assignment of right-of-first-refusal contracts to affordable housing providers to promote extended affordability in housing developments.

Preservation of existing affordable housing, especially public housing, is a growing concern as federal funding for maintenance decreases below what is needed and the existing housing stock ages. The County continues to use all funding sources available to enhance affordability for lower-income households through the provision of weatherization assistance and other energy improvements, while addressing lead hazards and correcting housing code violations. In particular, scores of low-income households are being assisted with the weatherization of their homes through the EmPower Maryland Program, a three-year project funded through the Maryland State Department of Housing and Community Development (DHCD). This 2.6 million dollar program is providing energy-saving housing renovations which will save households money due to decreasing households' electrical power usage. One of the program's goals is to weatherize much of the County's public housing stock. The program will wrap up by April 2015.

Since 1974, Montgomery County has had an inclusionary zoning law. In fact, the Moderately Priced Dwelling Unit Program (MPDU) is believed to be the country's first mandatory inclusionary zoning law that specified a density bonus allowance to builders for providing affordable housing. The law presently requires that between 12.5 and 15 percent of the total number of units in every subdivision or high-rise building of 20 or more units be moderately priced. From 1976 through 2011 more than 13,200 affordable units were produced, averaging 224 units annually over the past ten years.

The MPDU law allows the County's public housing authority the right to purchase one-third of the moderate priced units produced in each subdivision to assist low-income tenants. To expand and retain an inventory of low-income housing in the County the law permits the public housing authority, the Housing Opportunities Commission, (HOC) and recognized nonprofit housing sponsors to purchase up to 40% of the affordable units (HOC is limited to one-third). The County imposes certain resale and occupancy restrictions on the MPDUs when the completed units are sold. Because of changes in the law over time, this control period varies according to when the unit was initially sold. For this reason, the control period can be either 10, 15, or 30 years. The price for which the unit can be resold is controlled during this period, and the unit must be resold through the MPDU program to another MPDU certificate holder. The County has the right of first refusal to purchase any MPDU put up for sale, and almost all units that are sold during the control period are purchased by the County or HOC. There are currently more than 2,600 private units (not including those owned and controlled by HOC and non-public sector affordable housing providers) under the auspices of the MPDU program.

When the County makes county-owned land available for residential development through a competitive process, it requires that a Workforce Housing component be included. This generally means that at least ten percent of the housing units in the project must be sold or rented to households with incomes at or below the 120% of the area-wide median income.

Special needs housing for our most vulnerable residents, particularly housing with supportive services, continues as a high priority. There are a number of groups with special needs, including, but not limited to, the homeless or those pending possible eviction and facing homelessness, persons with physical or developmental disabilities, the elderly, those who are victims of abuse, those for whom stable housing is a requirement for family preservation or reunification, former inmates and those with chronic mental illness or addictions.

Montgomery County's Revolving Loan Program for Downpayment & Closing Cost Assistance began in 2005. The program is managed by the County's Department of Housing and Community Affairs and is funded annually by the County's Housing Initiative Fund (HIF) based on budget availability. Administration of the program is provided by the Housing Opportunities Commission (HOC). First-time homebuyers who work in Montgomery County and are purchasing their first home in the County may apply for the program. Homebuyers who meet the income and eligibility guidelines can receive a loan up to \$10,000 (or up to 5% of the purchase price) towards their down payment and closing costs. The loan is fully repayable over a 10-year period at an interest rate of 5%. Below is a summary of loan activity FY 2005 through Q2 FY 2013.

Table 3: Revolving Loan Program

Downpayment/Closing Cost Assistance Loans Made To Eligible First-Time Homebuyers in Montgomery County		
Period	# of First-Time Homebuyers	Amount of Loans
Q1 & Q2 FY 2013	21	\$167,477
FY 2012	52	\$407,751
FY 2011	104	\$851,012
FY 2010	152	\$1,252,051
FY 2009	73	\$617,022
FY 2005 - 2008	45	\$355,132
Total	447	\$3,650,445

Table 4: Revolving Loan Program

Summary of Loan Repayment			
Period	Principal	Interest	Total
Q1 & Q2 FY 2013	\$201,752	\$62,093	\$263,845
FY 2012	\$181,924	\$62,820	\$244,744
FY 2011	\$244,461	\$110,321	\$354,782
FY 2010	\$191,202	\$63,453	\$254,655
FY 2009	\$37,434	\$18,450	\$55,884
FY 2005 - 2008	\$66,662	\$20,126	\$86,788
Total	\$923,435	\$337,263	\$1,260,698

The Montgomery County Continuum of Care (CoC) held its second “Homeless Resource Day” in November 2012, to continue its efforts to utilize innovative ways to reach out to and provide assistance to persons experiencing homelessness. More than 300 households attended this highly successful event. Participants were connected to wide range of community resources and supports including vision and health screenings, mainstream benefits, legal assistance, employment guidance, haircuts and more.

The county can provide local funding for rental assistance for eligible persons or those threatened with homelessness as well as for persons with disabilities. It is a priority to prevent households from becoming homeless and to increase the availability of permanent affordable and affordable supportive housing in accordance with both the county’s Continuum of Care (CoC) and its Housing First approach. The Housing First initiative continues to support homeless prevention, homeless outreach and the rapid placement of homeless individuals and families in permanent housing. Despite funding challenges caused by the current economic downturn, Montgomery County has continued its commitment to its Housing First Model by increasing the number of permanent supportive housing beds. During FY13 Montgomery County expanded the County’s deep rental subsidy program with supports known as the Housing Initiative Program (HIP). This expansion enabled the program to serve an additional 20 homeless households including ten (10) households

without children and ten (10) households with children. Also included in this expansion was the set aside of 25 new permanent supportive housing subsidies for medically vulnerable households. During 2011 NOFA the CoC was awarded funding to provide 14 units for chronically homeless adults. During 2012 application the CoC submitted a request for 12 more units for chronically homeless. In addition, the County was awarded 15 VASH vouchers in 2012 and applied for 15 in FY13. The County is also utilizing Federal Emergency Solution grant funding to provide rapid re-housing to individuals and families. Eligible individuals and families can receive housing locator assistance, 1st month's rent, security deposit, rental arrears to previous landlords (only if identified as a barrier to obtaining housing) and 90 days of follow-up case management. The success of this approach in Montgomery County can be seen by the increase in homeless persons placed over the last five years in permanent supportive housing from 964 in 2009 to 1,695 in 2013

## *Housing Policy*

The Department of Housing and Community Affairs led the development of a new draft housing policy for the County in 2012 -- *A Housing Policy for Montgomery County, Maryland*. This effort draws from the earlier 2001 housing policy, the 2008 Affordable Housing Task Force report, and from the 2011 Housing Element of the General Plan. Specifically, the draft Housing Policy adopts the goals and objectives of the Housing Element and is crafted to provide guidance on implementation.

The draft Housing Policy establishes the following vision that Montgomery County is a place where:

- Everyone has a place to call home — no one is homeless.
- Neighborhoods are safe and sound, with community services and well-maintained facilities.
- All housing is in sound condition and meets all building maintenance codes.
- Each housing unit has adequate living space for its occupants.
- Affordable housing exists for all who live or work in the County, regardless of age or income.
- People receive appropriate housing and services for each stage of life and can remain in the community as they grow older.
- There is no discrimination in choosing a place to live, regardless of race, color, religious creed, ancestry, national origin, sex, sexual orientation, marital status, presence of children, age, physical or mental disability, or source of income.
- Housing opportunities and supportive services are available for those who have mobility or sensory impairment, developmental or emotional disabilities, or mental illness.

The overall goals of the draft Housing Policy are that Montgomery will:

- Preserve the existing regulated affordable housing stock, striving for no net loss of income-restricted affordable housing.
- Increase the number of affordable housing units.

- Conserve and care for Montgomery County's residential neighborhoods, and develop and invest in quality communities.
- Strive to prevent homelessness and find homes for the homeless.
- Support the development of new housing, especially in transit-oriented areas.

The planning process involved numerous public meetings, information dissemination through email lists and web site postings, extensive coordination among County agencies, as well as public deliberations by the County Council's Planning, Housing, and Economic Development Committee. It is expected that the full Council will consider this draft policy in the summer or fall of 2013. The draft can be accessed here:

[http://www6.montgomerycountymd.gov/Content/DHCA/housing/housing\\_P/policy/policy\\_new.asp](http://www6.montgomerycountymd.gov/Content/DHCA/housing/housing_P/policy/policy_new.asp).

## *Planning*

The Housing Element of the General Plan was first approved in 1969 and later approved as a part of the 1993 General Plan refinement. The newest version of the Housing Element, prepared by the Maryland-National Capital Park and Planning Commission (M-NCPPC), was approved, with amendments, by the County Council On March 29, 2011 and adopted by the Maryland-National Capital Park and Planning Commission in May 2011 (the Element can be found online here: <http://www.montgomeryplanning.org/community/housing/index.shtm>). It is intended to be a 20-year policy document that informs the more detailed work of master plans, sector plans, and zoning text amendments. The Housing Element makes note of the chronic shortage of housing that is affordable for much of the County's work force and other moderate and lower income households and recommends a series of public policy actions that should be taken to reduce the housing affordability gap in Montgomery County. And the Housing Element recognizes that "a combination of forces - a shrinking supply of developable land, higher land costs, rising energy prices, shifts in the County's demographic profile, and environmental constraints - direct us to housing policies that look inward rather than outward to accommodate the housing needs of the next generation for homes and communities that are balanced, convenient, and sustainable." Thus, the three overarching goals are:

1. Conservation and care of existing neighborhoods and the existing housing stock.
2. Concentrate new housing in mixed-use, transit oriented areas.
3. Encourage and maintain a wide choice of housing types and neighborhoods for people of all incomes, ages, lifestyles, and physical capabilities at appropriate locations and densities. Implement policies to bridge any housing affordability gaps.

Planners are also working to simplify and rewrite the entire zoning code, which currently involves reducing or consolidating 123 existing zones into 30 proposed zones. The revised Zoning Code will cover what's allowed in each zone, how one can build, and the process by which development is reviewed and approved. Residents can now use an interactive online map to find out about current and proposed zoning categories. The Planning Board is set to review proposed changes in April 2013. Alongside this effort has been a push to create more flexible, mixed-use zones that accommodate housing in transit-accessible areas and help new create new, vibrant communities. In 2009 the County Council approved a new Commercial-Residential (CR) zone for the White Flint Master Plan which includes a range of densities, uses and heights, from 45 feet maximum height at the

edge climbing higher along Rockville Pike. Since then planners have prepared additional plans recommending use of the CR zone. The key to the new CR zones is that developers will only be allowed the density and height shown on the zoning map in return for providing public benefits on a list of amenities which includes affordable housing. DHCA comments on all master and sector plans, advocating that affordable housing be addressed in the plans.

## **Non-housing Community Development**

Montgomery County Executive Isiah Leggett's proposed FY14 budget strategically restores some of the most critical and important services that were cut back dramatically over the past six years as the County faced unprecedented budget challenges. Even with these fiscal challenges, the proposed budget includes the following: 1) a total County budget (which includes debt service, grants, and enterprise funds) for FY14 of \$4.8 billion, an increase of \$190 million from the FY13 approved budget – or a 4.1 percent increase. This includes all agencies -- MCPS, Montgomery College, Maryland-National Capital Park and Planning Commission (M-NCPPC) and County government; 2) an overall FY14 tax-supported portion of the budget of \$4.188 billion (including debt service) that will increase by \$168 million, or 4.2 percent, from the FY13 budget; 3) a tax-supported County government budget of \$1.31 billion, an increase of \$49 million, or 3.9 percent – about half the increase approved by the County Council for FY13; 4) funding for MCPS will increase by \$55.8 million – a 2.8 percent increase from FY13 and an increase of \$28.7 million in County funding over last year. The budget provides a County contribution to MCPS that meets the requirements of the State's Maintenance of Effort Law; 5) the budget for Montgomery College increases by \$9.2 million, a 4.2 percent increase. The budget funds 99 percent of the College's tax-supported request; and 6) funding for the M-NCPPC increases by \$4 million, a 3.7 percent increase representing 100 percent of the agency's tax-supported request.

The Department of Health and Human Services is continuing the “no wrong door/customer service initiative” to improve access to services and coordination of care, including access to quality health care (physical, oral and behavioral health), food and clothing for low-income and underserved populations. Additional family support services, including childcare subsidies and youth development programs as well programs that enhance the well-being of other special needs groups like pregnant women, the frail elderly, victims of domestic violence and persons with developmental disabilities or chronic medical conditions are on-going needs.

A key community development objective is to continue to move the county government towards a results-based culture, doing the best possible job of using finite public resources, that have become increasingly limited given the economic downturn, to meet priority needs in the most effective and efficient way possible. In the long-term, results-based budgeting will continue to ensure that the county continues to use resources wisely to provide not only decent housing but also a suitable living environment and expanded economic opportunities for all county residents, especially those with limited incomes.

## **Economic Development Activities and Anti-Poverty Strategies**

The Montgomery County Department of Economic Development (DED) is charged with implementing the County's economic development vision of being a globally-competitive, highly-diversified and knowledge-based economy that provides for the retention and growth of existing

companies, stimulates new job creation and enhances entrepreneurial opportunities for all businesses. The Development offers strategic financial programs to support the creation and attraction of targeted businesses and jobs within the County, tailored workforce training and assistance for employers, and targeted services to support the growth of the County's small and minority business community, including our Small Business Revolving Loan Fund, Local Small Business Reserve Program, and business mentorship program, among many other initiatives. An example is the Montgomery County Business Innovation Network, which has five strategically located facilities throughout the County. The Network provides over 150K square feet of incubator office and lab space currently housing some 160 companies. Since 2000, the Network has graduated nearly 100 companies who occupy some 700K square feet of office space and have created over 2,000 jobs.

The county has developed a Life Sciences and Technology Economic Development strategy and is the only local jurisdiction in the nation to provide a biotechnology tax credit. In February, 2010, the county signed a Memorandum of Understanding with Johns Hopkins University that reflects the shared objectives of advancing the biosciences industry, higher education and workforce development within the county. In May 2010, the County Council approved the Great Seneca Science Corridor Plan, which will transform the County's world-renowned, 300-acre Shady Grove Life Sciences Center into an integrated, transit-served, highly sought-after destination featuring amenities and housing for existing, emerging and leading life sciences, professional services and advanced technology entities and professionals. This progressive Plan is a key component to ensure the County's continued growth and economic sustainability for decades to come.

The Executive's proposed FY14 budget provides resources needed to continue County support of the Great Seneca Science Corridor, the White Oak Science Gateway, the transition to transit-oriented development around the Shady Grove Metro, as well as to maintain the White Flint Plan. These efforts will help create at least 100,000 new, quality jobs in Montgomery County and add thousands of housing units, including affordable housing. The County's Economic Development Fund will also receive an increase to help meet economic development goals and create and retain jobs that further strengthen the County's tax base and contribute to its future fiscal health.

The County Executive appointed a Green Economy Task Force that concluded its work in early 2010 producing the Report of the Montgomery County Green Economy Task Force. Included are recommendations designed to increase the number of new green businesses in Montgomery County. Preliminary research shows there are about 200 such businesses in the County, ranging from high-profile solar companies to solo-practitioner green consultants. One of the Task Force's recommendations includes quantifying the County's green businesses to more accurately measure their growth. The Task Force's report includes recommendations to:

- Use County facilities as demonstration spaces for local green technologies;
- Position Montgomery County as an early adopter of smart-grid;
- Coordinate with the Maryland-National Capital Park and Planning Commission to ensure its proposed zoning code re-write allows -- and encourages -- the use of renewable energy components;
- Create a small farm incubator;
- Create a public/private partnership that will invest in early-stage green technology companies; and
- Expand green jobs training for students and the general workforce.

Effective July, 2003, the county enacted a law requiring the payment of a living wage (\$13.95 per hour for County FY14 – July 1, 2013 through June 30, 2014) by for-profit contractors with 10 or more employees who have contracts totaling \$50,000 or more with the County in a year. Effective July, 2009, the prevailing wage law applies to contractors and subcontractors with county construction projects valued at more than \$500,000 that are awarded or financed by county government. Additionally, effective April 1, 2010, the exemption to the Wage Requirements Law for having fewer than 10 employees was repealed. The county sets prevailing wage rates by using the rates established by the State Commissioner of Labor and Industry, and this law also prohibits the misclassification of workers into lower paying job categories, giving the county the ability to withhold contractor payments, if a violation of the law is found. Montgomery County also supports workforce development through MontgomeryWorks, a “one-stop” career system, that provides an array of vocational assessment, job readiness and job training and job placement services to dislocated workers, low-income adults, older workers, disadvantaged workers and youth.

Montgomery County also continues to invest in public education as a high priority, supporting a world-class school system. The county prides itself on encouraging and supporting education as part of an overall commitment to making rigorous academic programs available to all students. This includes support for access to preschool, nutritious meals for lower-income students, family support through programs such as Linkages to Learning and initiatives such as the Kennedy Cluster Project to identify and address the underlying causes of the achievement gap among African American students, and Excel Beyond the Bell, a partnership with the Montgomery County Collaboration Council for Children, Youth and Families, to provide out-of-school time activities for at-risk youth. Job training and adult English literacy are also seen as keys education activities assisting low-income persons in securing employment.

Economic development activities go hand-in-hand with anti-poverty strategies. According to a January, 2010, report from the Brookings Institution, Montgomery County is home to a poorer population now than 10 years ago. The Department of Health and Human Services reports that as of December 31, 2011, requests for assistance since FY07 increased by 52% for Temporary Cash Assistance (TCA), 138% for Food Stamps (FS), and 60% for Medicaid (MA). Providing jobs for the unemployed or under-employed is a pressing need as is continued housing-related assistance, particularly for eviction prevention and counseling to mitigate the impact of foreclosure.

The Community Action Board (CAB), the County's federally-designated anti-poverty group, provides a voice for low-income people in the county, advocating for policies and services on their behalf and sharing the challenges facing low-income residents. The priority support of 'safety-net' services is clearly an anti-poverty strategy, one that seeks to preserve the services needed by the most vulnerable, including the transportation and childcare subsidies that working parents need. The CAB has become a strong supporter of the Community Action Agency's Voluntary Income Tax Assistance (VITA) program, a primary source of Earned Income Tax Credit (EITC) outreach in the community.

The agency studied the extent of EITC under-utilization and the reliance of the County's poor in using paid tax preparers, since the Earned Income Tax Credit EITC (and Child Tax Credits) are the most effective anti-poverty program in the nation, especially for child poverty. An analysis of IRS 2009 federal tax data was conducted to calculate the economic impact of low-income residents failing

to file, and of using paid tax preparers: 50,373 (approximately 12%) of 425,134 tax returns filed by Montgomery County residents in 2009 received the Earned Income Tax Credit (EITC). The average EITC refund in Montgomery County was \$2,044, with an economic impact of approximately \$155 million in 2009. 20% to 25% of Montgomery taxpayers, or 11,000 households, failed to claim the federal EITC in 2009, resulting in the loss of a potential \$20 million in lost economic activity. The loss is magnified because it does not reflect the economic loss of failure to claim the Child Care Credit, nor the added economic benefit of the Maryland EITC (25% match of federal EITC), nor the Montgomery EITC (67% match to Maryland EITC). 32,108 (or 64%) county residents receiving EITC used a paid preparer in 2009. Based on an average fee of \$189, low-income residents paid an estimated total of \$6 million. The Community Action Board (CAB) and county press releases, letters and testimony highlighted the importance of EITC and free tax help.

Access to early childhood education and food continue as CAB advocacy priorities, along with increasing free tax help (VITA -- Volunteer Income Tax Assistance), to assure access to tax refunds and the federal, state and local EITC and Child Tax Credits that narrow the self-sufficiency gap. Together, the EITC and SNAP are considered the nation's most effective anti-poverty programs.

"The Role of the EITC in the Budgets of Low - Income Families" study found families did not "splurge" their EITC, but paid down debts and used some of their EITC for spending. Ten percent of total refund dollars went toward paying old debts; 39% of recipients studied saved part of their EITC, which may be critical in the event of short - term emergencies, such as reductions in work hours, or a major car repair. CFED's Assets & Opportunities Network notes these lower income families, largely minority, are six times more likely to be asset poor, or lack the economic resources to provide for their family's basic needs for a period of three months in the absence of income.

According to the Census, SNAP kept 4.7 million Americans, including 2.1 million children, out of poverty in 2011. Since the recession, caseloads in Montgomery increased over 150%, yet DHHS has not added additional staff. The evidence is overwhelming that SNAP not only reduces poverty, but has a significant impact on health and educational outcomes, and contributes to long term economic prosperity. CAB has worked with our legislators to increase funding for SNAP, or the Food Stamp Supplement program, which has grown by more than 150% since the recession.

In FY12, CAB urged the Community Action Agency to expand VITA's free, year-round partnership to families to the full extent. During the 2011-2012 (FY12) VITA increased services by 22%. In tax year 2011 (FY12), without additional staffing, Montgomery County Community Action Agency's VITA partnership served 1,868 customers during the tax season, as well as throughout the year -- the only suburban VITA location in DC's Maryland's suburbs to provide this free service.

In total, CAA's VITA taxpayers received \$4,030,394 in refunds and credits, including \$1,118,264 million in EITC (combined federal, state and local) and \$459,988 in Child Tax Credit. This compares to 1,455 taxpayers served the previous year. VITA outcomes include assisting taxpayers in returning hundreds of thousands of tax dollars owed to the State and federal government each year, and saving taxpayers an estimated \$373,600 annually in filing fees to for-profit and often predatory providers. Sixty-eight volunteers contributed approximately 5,000 hours to support the VITA program, distributing 100,000+ flyers, and staff and volunteers participated in over 25 events to raise awareness.

Thanks to the concerted efforts of Montgomery County's 200-member Census Complete Count Committee and countless volunteers and community leaders 80 percent of the households in Montgomery County filled out and returned their 2010 Census questionnaires. This participation rate was two percentage points higher than in 2000 and six points above the national average. This outstanding result will ensure that Montgomery County receives its fair share of federal and state spending that is allocated based on Census data for years to come. The newest data on population by race has already become available in order to redraw legislative boundaries. The funding based on this data is critical to providing many of the services and supports needed as part of an anti-poverty strategy and to address other housing and non-housing community development needs.

The Family Self-Sufficiency (FSS) Program at HOC (<http://www.hocmc.org/Resident-Services/Family-Self002DSufficiency-Program.aspx>) helps families residing in HOC-assisted Housing Choice Voucher (HCV) or Public Housing (PH) housing programs to achieve self-sufficiency over a five- to seven- year period and to end dependency on welfare cash assistance. There are currently 441 families voluntarily participating in the program, primarily composed of single female heads of household with one or two children. Since its inception in 1993 through February 2013, a total of 782 FSS families have successfully graduated from the program by achieving their FSS career goals and by maintaining employment at living wages. About one third of graduates have advanced from unemployment/welfare assistance to living wage employment/self-sufficiency. About 18% of the graduates have purchased homes. Participants have benefited from CDBG sponsored activities that have allowed for employment to replace welfare.

### **Lead-based Paint Hazards**

They are approximately 47,000 thousand units built prior to 1950 and 162,000 units built between 1950 and 1978, although current figures are not available for the numbers of these units that may be occupied by lower-income households. (The federal government banned lead-based paint from housing in 1978.)

According to Maryland law (effective October 1, 2004) all residential rental properties in Montgomery County have to meet the requirements of the state Lead Poisoning Prevention Program in order to be licensed. Properties built before 1950 have to provide proof to DHCA of their registration with the Maryland Department of Environment (MDE) or proof that the rental property is lead free.

Fact sheets regarding the specifics of Maryland and federal law and other materials regarding lead paint are provided to all rental property owners. Under the Housing Choice Voucher program, both the participating landlord and family sign a statement containing a disclosure of known information on lead-based paint and/or lead-based paint hazards in the unit, common areas or exterior painted surfaces and that the owner has provided the lead hazard information pamphlet to the family.

In addition to testing residences, young children are tested for possible exposure to lead paint. The County's Department of Health and Human Services (DHHS) has a program in partnership with the state for testing and case management for children who have elevated blood lead levels (at least 10 micrograms per deciliter) and promotion of lead safe environments through education and outreach. There are very few children in Montgomery County who have elevated blood lead levels and, upon investigation, exposure has more often come from outside the county and/or from non-housing

sources, such as toys. In partnership with federal and state governments, the County, public housing authorities and other partners educate and outreach to schools, child care facilities, landlords, residents, and the medical community about lead poisoning.

The United States Environmental Protection Agency's Renovation, Repair and Painting Final Rule (which was created under the authority of the Toxic Substances Control Act, Section 402(c)(3), of TSCA and became effective April 22, 2010) contains new rules regarding environmental lead exposure when working on existing housing units. The County's new low-income, home-weatherization program, funded by the American Recovery and Reinvestment Act through the U.S. Department of Energy and the Maryland State Department of Housing and Community Development, provided training and certification for five DHCA employees responsible for overseeing weatherization efforts. The program provides energy-saving housing renovations for income-eligible county residents. The training covered all major aspects of the EPA's Renovation, Repair and Painting Final Rule.

### **Barriers to Affordable Housing**

While barriers exist to the creation and preservation of affordable housing, the county continues to work to address these. The County Executive has received wide-ranging support and enlisted countless volunteer hours from those willing to serve and offer their expertise on the many task forces, work groups, boards, committees and commissions convened to address concerns and make recommendations. Throughout this summary, there have been numerous examples of actions being taken. Although the availability of financing continues to be a barrier, the county is using bond funding to provide short-term acquisition financing to augment other funding. Changes in legislation recommended by the Code Enforcement Work Group have been adopted and result in more timely and effective housing code enforcement. The recent approval of a new Commercial/Residential (CR) Zone will allow future redevelopment areas designated in master plans to become more dense mixed-use communities that will increase the supply of housing. And the new Housing Element of the General Plan, adopted in 2011, recommends a number of policy objectives, regulatory reforms, and land use strategies that will further affordable housing objectives. The goals embodied in the Housing Element are being incorporated into a new implementation document, the County's Housing Policy, anticipated to be adopted as official County policy in May 2013.

### **Institutional Structure/Coordination/Public Housing**

Montgomery County is fortunate to partner with many for-profit and not-for-profit agencies and public institutions in carrying out its housing and community development objectives. The service delivery system, while strong overall, is being strained by increases in demand and reductions in funding resulting from the recent recession and continued weak economy. For example, the total number of clients assisted by the Montgomery County Department of Health and Human Services grew 36% from fiscal year 2007 to fiscal year 2011, from 20,728 to 28,208. This increased service level was not matched by a similar increase in staffing. The County continues to work closely with the Housing Opportunities Commission, as a public housing entity, in meeting the housing needs of our low-income residents. HOC is not only a public housing agency but also a redevelopment authority. Commission members are appointed by the County Executive and approved by the County Council.

Montgomery County government works closely with public and assisted housing providers and private and governmental health, mental health and service agencies to ensure a coordinated response in meeting the need for affordable housing, including housing both with, and without, supportive services. Through a “cross agency initiative” under the auspices of CountyStat, the department directors of DHCA, DHHS and the Executive Director of HOC conduct CountyStat presentations on affordable housing before the County Executive/Chief Administrative Officer together in keeping with a coordinated approach.

The HOC works closely with its residents to become more involved in management through participation in the Resident Advisory Board. It also encourages participation in its Family Self-Sufficiency and Employment Initiative programs to obtain skills and experiences necessary for successful employment and becoming financially prepared to purchase a home or to meet other life goals. HOC offers closing cost assistance, first mortgage loans through participating lenders, homeownership counseling and other supports for those who participate in a HOC program, like the Housing Choice Voucher program. HOC is investigating possibilities to expand housing for very low-income household through the leveraging of its existing affordable housing stock, including public housing. Any program would preserve and expand affordable housing opportunities. The federal budget environment offers real challenges to HOC core programs for very low-income families. Some budget and appropriations proposals would reduce funding for the Housing Choice Voucher program as well as both the operating and capital subsidies for public housing.

In addition, Rockville Housing Enterprises (RHE) serves as the public housing authority for the City of Rockville, with a Board of Commissioners appointed by the Mayor and approved by the City Council. RHE works with the residents of its 105 public housing units through a Resident Counselor who assists residents with employment preparation, budgeting workshops and referrals to educational opportunities and other services.

## **Action Plan**

The Department of Housing and Community Affairs (DHCA) is the lead agency responsible for the submission of the Consolidated Plan to United States Department of Housing and Urban Development (HUD). This year’s Plan was delivered to HUD on June 14, 2013. The Action Plan specifies how the County proposes to spend the federal CDBG, HOME and ESG funds it expects to receive for County FY2014.

A public hearing was held in October 2012 before the Community Development Advisory Committee (CDAC) to receive input regarding needs to be addressed in the Plan and to review past performance. A summary of testimony from this hearing is on file at DHCA. Other hearings were held in early April 2013 as part of the County Council’s budget approval process.

Montgomery County has a number of progressive procurement laws and regulations, including the Living Wage Requirements Law, Prevailing Wage Law, the Minority, Female and Disable Owned Businesses (MFD) Program, and the Local Small Business Reserve Program (<http://www.montgomerycountymd.gov/content/DGS/pro/Index.asp>). All spending associated with this Action Plan must be in compliance with the laws and regulations of Montgomery County as well as all applicable federal laws and regulations, the most stringent among them prevailing.

*Projected Use of Funds – CDBG/HOME/ESG*

**Community Development Block Grant (CDBG)  
July 1, 2013 - June 30, 2014**

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) \$4,682,362**

The county expects to receive \$4,182,362 in CDBG funds for Fiscal Year 2014, and with anticipated program income of \$500,000, an estimated total of \$4,682,362 in CDBG funds will be available for the following activities.

**CAPITAL IMPROVEMENTS PROJECTS \$1,145,000**

**Focused Neighborhood Assistance \$945,000**

This project provides for focused neighborhood assistance in selected neighborhoods with a primary focus on residential areas. Project elements will comprehensively address community needs for neighborhood preservation and enhancement. Resources are currently focused in the McKendree neighborhood of Montgomery Village (212 housing units).

**Contingency (Capital) \$200,000**

The fund will be used to cover an unanticipated design and construction related cost.

**PROJECTS ADMINISTERED BY COUNTY GOVERNMENT**

**Department of Housing and Community Affairs (DHCA) \$1,878,205**

**Housing Acquisition and Preservation \$1,603,205**

Funds will be used for affordable housing activities. Eligible activities include loans to assist in the purchase of existing properties for use as housing affordable to low- and moderate-income residents and funds for housing rehabilitation to enable low and moderate income owners of single-family homes and owners of multi-family properties occupied by low- and moderate-income tenants to eliminate code violations and make other necessary improvements, including accessibility and energy conservation improvements. Assistance may be provided for public housing modernization and for group home acquisition and/or rehabilitation. An estimated 114 units will be created, preserved, or improved.

**Code Enforcement \$225,000**

Funds will be used to partially cover costs incurred for code enforcement efforts in low-and moderate income areas in conjunction with other public or private improvements and services.

**Facility Planning \$50,000**

The funds will be used for preliminary planning and design for a variety of projects in eligible areas for possible inclusion in a future capital budget.

**Administration (capped) \$786,000**

This will fund DHCA's staff in planning, administration and monitoring of the CDBG program, including preparation of the Consolidated Plan, staff support for a citizens' advisory

committee, environmental reviews, preparation of contracts, payment processing and auditing, federal reporting and loan servicing.

## **NONPROFIT PROVIDERS**

**\$516,000**

Funds will be used to provide a variety of CDBG-eligible public services to low- and moderate-income county residents eligible for CDBG-funded assistance:

**Asian Pacific American Legal Resource Center, Inc.**  
**“Immigration Legal Assistance”**

**\$40,655**

Provide immigration legal assistance to low-income Asian immigrants. The Countywide program will benefit an estimated 50 people.

**Bethesda Cares, Inc.**  
**“Eviction Prevention Program”**

**\$28,392**

Provide small grants to rental agents or utility companies on behalf of identified families in Montgomery County who are seriously behind in their payments and eviction/utility shut-off is about to occur. The Countywide program will benefit an estimated 700 people.

**Board of Trustees for the Rockville Presbyterian  
Church of Montgomery County**  
**“Rainbow Place”**

**\$24,229**

Provide salary support for critical positions for Rainbow Place, an emergency shelter for homeless women. An estimated 86 women will benefit.

**Community Ministries of Rockville, Inc.**  
**“Manfield Kaseman Health Clinic”**

**\$42,447**

Provide for a part time (20 hours per week) nurse who will be responsible for managing the Quality Improvement and Quality Assurance Program of the Kaseman Health Clinic and help the Clinic prepare for health care reform. An estimated 2,500 people will benefit.

**IMPACT Silver Spring, Inc.**  
**“Family Asset Building Network (FABNET)”**

**\$40,000**

Continue to grow the Family Asset Building Network, which consist of “circles” of residents who come together to practice mutual support, exchange, and accountability in the pursuit of achieving self-identified life improvement goals; support program recruiting efforts via the Long Branch Athletic Association. An estimated 140 people will benefit.

**Interfaith Works, Inc.**  
**“Volunteer Coordinator - Meals for the Homeless”**

**\$45,000**

Supports a new position that coordinates volunteers providing meals to homeless individuals. An estimated 1,125 homeless individuals will benefit.

<b>Mobile Medical Care, Inc.</b> <b>“Anticoagulation Clinic”</b>	\$44,958
Provide an Anticoagulation Clinic for 50+ high-risk, low-income, uninsured individuals who have atrial fibrillation, venous thromboembolism, hereditary disease or other illnesses that require close monitoring. The countywide program will benefit an estimated 50 people.	
<b>Montgomery County, MD. Delta Alumnae Foundation, Inc.</b> <b>“Saturday Academy”</b>	\$45,000
Conduct a seven week learning experience for African-American middle-school students in Science, Technology, Engineering and Mathematics (STEM) areas. The program will benefit an estimated 50 students.	
<b>Montgomery Housing Partnership, Inc.</b> <b>“Play and Learn Program”</b>	\$35,000
Supports the Play and Learn program, which provides an opportunity for preschool children to explore, socialize and acquire necessary skills for kindergarten, in a safe and nurturing learning environment. An estimated 110 children will benefit.	
<b>National Center for Children and Families</b> <b>“Betty’s House”</b>	\$45,000
Provide continued program support for immigrant women and their American-born children who are survivors of domestic violence residing in Betty’s House, a transitional housing program. The program will benefit an estimated 18 people.	
<b>St. Luke’s House and Threshold Services United, Inc.</b> <b>“Wellness Care Case Manager”</b>	\$44,940
Supports a case manager position dedicated to reducing in-patient psychiatric hospitalization rates and improving the physical health/wellness of individuals identified as high-utilizers of psychiatric hospitalization services. The program will benefit an estimated 50 people.	
<b>Stepping Stones Shelter, Inc.</b> <b>“Financial Literacy Classes”</b>	\$5,015
Provides for a financial literacy series for shelter residents, both adults and children. The program will benefit an estimated 70 people.	
<b>Sunflower Bakery, Inc.</b> <b>“Employment Service Program”</b>	\$30,364
Provides for the expansion of wraparound employment services for Sunflower students to secure employment upon completion of the Pastry Arts Training Program. The program will benefit an estimated 10 people.	
<b>Young Men's Christian Association of Metropolitan Washington</b> <b>“YFS Nob Hill Community Center”</b>	\$45,000
Provides partial salary support for staff at the YFS Nob Hill Community Center in Silver Spring as well as various specified operating expenses of the Center. The program will benefit an estimated 120 people.	

**PROJECTS ADMINISTERED BY MUNICIPALITIES** **\$357,157**

**CITY OF TAKOMA PARK** **\$125,872**

**Crossroads Community Food Network, Inc.** **\$7,734**

**“Microenterprise Development in the Local Food Network”**

Provide culturally and linguistically appropriate job training (food production) and linkage of micro-entrepreneurs with existing resources and local food mentors. An estimated 80 underemployed and unemployed residents will benefit.

**Montgomery Housing Partnership (MHP)** **\$3,891**

**“Community Life Programs for MHP Residents at 7510 Maple Avenue”**

Provide academic enrichment programs and skills development activities for pre-school aged children and students enrolled in kindergarten to sixth grade. An estimated 28 children will benefit.

**Rebuilding Together Montgomery County** **\$109,502**

**“Critical Needs Home Repair”**

Provide home repairs, energy efficiency measures, and ADA improvements. An estimated 30 home-owner households will benefit.

**Young Men's Christian Association of Metropolitan Washington** **\$4,745**

**“Smart Choices for Emotions”**

Provide weekly therapeutic group meetings for at-risk middle school students. An estimated 30 children will benefit.

**CITY OF ROCKVILLE** **\$231,285**

**Interfaith Works, Inc.** **\$26,790**

**“Single-family Rehabilitation”**

Rehabilitation of three permanent supportive housing units for formerly homeless families. An estimated three households will benefit.

**Rockville Housing Enterprises** **\$43,197**

**“Public Housing Capital Improvements”**

Rehabilitation of at least two scattered site public housing units. An estimated two households will benefit.

**Single-Family Rehabilitation Program** **\$161,298**

Provide for home improvement forgiveness loans homeowners for emergency repairs, handicap adaptability and energy efficiency improvements. An estimated six households will benefit.

**SUMMARY OF EXPECTED BENEFIT FROM CDBG PROJECTS**

Persons	5,217
Households	364

**HOME INVESTMENT PARTNERSHIP PROGRAM (HOME)**  
**July 1, 2013 - June 30, 2014**

**HOME INVESTMENT PARTNERSHIP PROGRAM (HOME) \$1,870,122**

The HOME grant is designed to increase housing choices for low-income households through rental and home ownership programs, in cooperation with public, private and nonprofit organizations. During the coming year, it is anticipated that the County will receive \$1,370,122 in funding for HOME projects, and together with anticipated program income of \$500,000, an estimated total of \$1,870,122 in HOME funds will be available. Funds will generally be made available in the form of low-interest loans and other subsidies, and units assisted may be both rental and owner-occupied.

**PROJECTS ADMINISTERED BY COUNTY GOVERNMENT**

**Department of Housing and Community Affairs (DHCA)**

**Housing Production and Preservation \$1,452,797**

Funds will be used for the construction, acquisition, and / or rehabilitation of housing (both multi- and single-family units). DHCA may work with the private sector, non-profits and / or the Montgomery County Housing Opportunities Commission (HOC) in implementing this program. This is estimated to produce or preserve 145 units.

**Community Housing Development Organizations (CHDOs) \$205,550**  
**Housing Production**

The project will fund the housing development activities of CHDOs. This represents the federally mandated fifteen percent of the HOME allocation. Up to 10 percent of this total (\$20,555) may be used for project-specific technical assistance, site control, and seed money loans. It is anticipated that one to three organizations will use these funds for acquisition, construction, or renovation of rental housing for persons with low-incomes. This is estimated to produce or preserve 10 units.

**PROJECTS ADMINISTERED BY NONPROFITS AND OTHER PUBLIC AGENCIES**

**CHDO Operating Assistance \$56,181**

Funds will be used to partially cover the administrative costs of qualified CHDOs: Montgomery Housing Partnership (MHP) and Housing Unlimited, Inc. (HUI). MHP will receive \$42,136 and HUI will receive \$14,045. By regulation, only CHDOs using HOME funds to own, sponsor, or develop affordable housing are eligible for operating support. This operating support cannot exceed 50 percent of a CHDO's operating budget in any fiscal year or \$50,000 annually, whichever is greater.

**Fair Housing Activities \$18,564**

Funds will be used for activities that serve to affirmatively further fair housing choice. Activities may include sales, rental and lending testing, education/outreach, training and research. Activities will be administered by the Office of Human Rights.

**ADMINISTRATION****\$137,030**

The fund will be used to cover the county's expenses associated with operating the HOME Program. Combined Fair Housing and administrative expenses cannot exceed 10% of the entitlement amount.

**SUMMARY OF EXPECTED BENEFIT FROM HOME PROJECTS**

Persons	30
Households	0
Units	155
CHDO's	2

**EMERGENCY SOLUTIONS GRANT (ESG)****July 1, 2013 - June 30, 2014****EMERGENCY SOLUTIONS GRANT (ESG)****\$278,766**

The ESG Program enables the county to assist persons who are homeless. For County FY2014, it is anticipated that the County will receive \$278,766 in ESG funding. Funds are used in conjunction with the Continuum of Care homeless assistance system and will be administered by the county's Department of Health and Human Services.

**Rapid Re-Housing - Housing Stabilization and Relocation Services****\$160,700**

Funds will be used to assist homeless households locate, obtain and retain housing. Eligible singles and families include those living in temporary shelter, in a place not meant for human habitation or other places described in Category I of the newly revised homeless definition issued by HUD. Funds will be used for case management services and security deposits. Approximately 30 households will be assisted with the two Rapid Re-Housing programs.

**Rapid Re-Housing - Rental Assistance****\$62,066**

Funds will be used to help homeless households obtain and retain permanent housing. Assistance will be provided to households eligible for these services (meeting the criteria for Category I of the homeless definition recently issued by HUD). Approximately 30 households will be assisted with the two Rapid Re-Housing programs.

**Homeless Management Information System (HMIS)****\$3,000**

Funds will be used for licensing fees, data quality activities, training and other costs necessary to support the Montgomery County Continuum of Care's Homeless Management Information System. This CoC-wide database is used to track client services and provides valuable data to support planning activities.

**Emergency Shelter****\$50,000**

Funds will be used for Shelter operations including motel vouchers, maintenance, furnishings, and supplies necessary for operation of emergency shelter. By regulation the amount used for emergency shelter services may not exceed \$51,000 (based on federal fiscal year 2010 / county fiscal year 2011)

ESG spending as a baseline). An estimated 150 people will benefit.

**ADMINISTRATION** \$3,000

Funds will be used to support administrative activities related to implementing the Emergency Solutions grant.

SUMMARY OF EXPECTED BENEFIT FROM ESG PROJECTS

Persons	150
Households	30

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## **Section 1**

### **Housing and Market Analysis**

Montgomery County was an agricultural area and a bedroom community of Washington DC for the first half of the 20<sup>th</sup> century. Housing development during the 1950s and 1960s was predominantly small-lot single-family detached homes reaching out from the DC border. However, recent decades have seen job creation, in the high-tech and bio-tech industries especially in the last decade, outpace the growth in the resident labor force. Housing development since 1970 has been more than fifty percent multi-family and single-family attached. And through it all, the county's desirability and high quality of living have placed pressure on housing prices, as the more affluent in the region have bid up prices in virtually all segments of the market. And with large, open tracts of land available for development now a thing of the past, reversing the pressure on prices and ensuring a supply of housing at a range of prices to meet the demand of residents and would-be residents is as challenging as ever.

The recent recession has certainly brought changes to the Montgomery housing market. Most housing measures peaked around 2006-2007 at the height of the housing bubble - prices were high, time-on-market low, vacancies low, units in the production pipeline high, and so on. All of these indicators reversed course around 2007. For example, median sales prices for existing single-family detached houses dropped by 46% from 2007 to 2010. In the period from 2003-2005, it took less than 40 days on average to sell an existing home and by 2007 it took around 100 days. It fell back to 66 days in late 2010. The Metro DC market pipeline of new housing units had jumped from 18,000 in 2005 to a high of nearly 37,000 in December of 2007. The pipeline has since cooled and had returned to its 2005 levels by the fall of 2009. While home prices have fallen since the peak, rents have increased and rental vacancy rates have dropped, putting the squeeze on renters.

Between 2010 and 2030, Montgomery County is forecast to gain 163,008 new jobs, a 34% increase, and the County will need between 70,000 and 100,000 new housing units to house these workers. The GMU Center for Regional Analysis states that, "To ensure that new workers are able to live in the region, housing must be available at the right prices and rents." They estimate that about 39% of the new housing units will need to be in the multi-family rental category to meet the needs of workers.

Montgomery County's unemployment rate in January 2013 was 5.2%. While the rate was fairly steady over the prior year it still represents a big increase from 3.2% in 2008. This persistent high level of unemployment is straining household budgets and programs serving these households. And while Montgomery County can still be characterized as affluent, the estimated percentage of people in poverty increased from 5.1% in 2007 to 6.7% in 2011. The most vulnerable among us have long represented the highest priority for housing assistance and the ranks of the vulnerable remain full.

More information on efforts to increase the stock of affordable housing can be found on the Department of Housing and Community Affairs website here:

<http://www.montgomerycountymd.gov/apps/dhca/index.asp>

## ***Public and Assisted Housing***

There are two independent public housing authorities in Montgomery County where this Consolidated Plan is in effect – the Housing Opportunities Commission (HOC) and Rockville Housing Enterprises (RHE). Together they own and operate 1,659 public housing units, with HOC having 1,554 and RHE 105. HOC controls 6,608 Housing Choice Vouchers while RHE administers 414 units in its Housing Choice Voucher program. HOC directly operates 328 Low Income Housing Tax Credit (LIHTC) units, while RHE owns and operates 59 LIHTC units. More information on HOC and RHE can be found here: HOC - <http://www.hocmc.org/> and RHE - <http://www.rockvillehe.org/index.html>.

Wait lists are an indication of housing need for low-income residents:

Public Housing Authority	List	Date List Closed	Number of Applicants
HOC	Housing Choice Voucher	2008	15,600
HOC	Public Housing	2008	14,000
HOC	Elderly Public Housing	2012	2,951
RHE	Housing Choice Voucher	November 2012	4,524
RHE	Public Housing	November 2012	4,279

In terms of the 504 needs assessment HOC continues to expand the number of accessible units in the portfolio. It is in the process of modifying units to full accessibility.

HOC has identified the following strategies for improving operations and living conditions for public housing residents:

In early 2012, HUD approved HOC's application to sell 669 scattered-site public housing units to an HOC- affiliated entity in order to convert the subsidies to project-based vouchers. Once HUD provides the additional vouchers, this effort will enhance HOC's ability to improve and maintain the units, as well as allow HOC to expand its affordable housing portfolio, while serving the same population.

Implement measures to de-concentrate poverty by bringing higher income public housing households into lower income developments.

Implement public housing security improvements.

Designate developments or buildings for particular resident groups (elderly, persons with disabilities).

Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability.

Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability.

Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required.

Develop and maintain effective relationships with providers of assistance and support to children and adult victims of domestic violence, dating violence, sexual assault, or stalking.

With regard to assisted units, both public housing and other, these efforts will not decrease the total number of assisted units in HOC's inventory.

### ***Areas of Ethnic Concentration***

As revealed in the last 2010 decennial census, as well as the Montgomery County Census Update Survey (CUS) 2008, blacks and Hispanics (all races) have significantly lower median household incomes than do non-Hispanic whites, Asians, or the County population overall. According to the CUS 2008, 38% of Hispanic homeowners and 41% of Hispanic renters spent more than 30 percent of their income on housing. That compares with 27% and 39%, respectively, for blacks. At the same time, 34% of all renter households countywide spent more than 30 percent of their income on housing costs. Data from the Maryland Behavioral Risk Factor Surveillance System also show that minority populations have more members with low incomes, compared to Whites. (American Indian data could not be reported due to small numbers.)

Figure 4: Income by Race and Age – source:

[http://www.dhmd.state.md.us/hd/conf/conf09/Selected\\_Data\\_Charts\\_Economics.pdf](http://www.dhmd.state.md.us/hd/conf/conf09/Selected_Data_Charts_Economics.pdf), accessed March 24, 2011

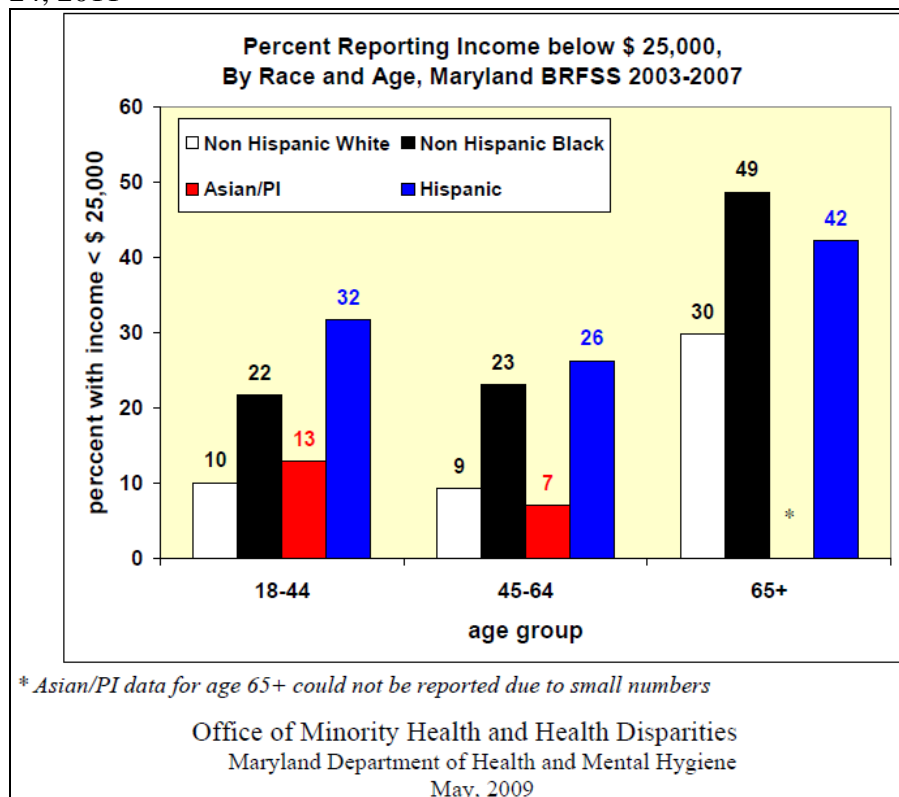
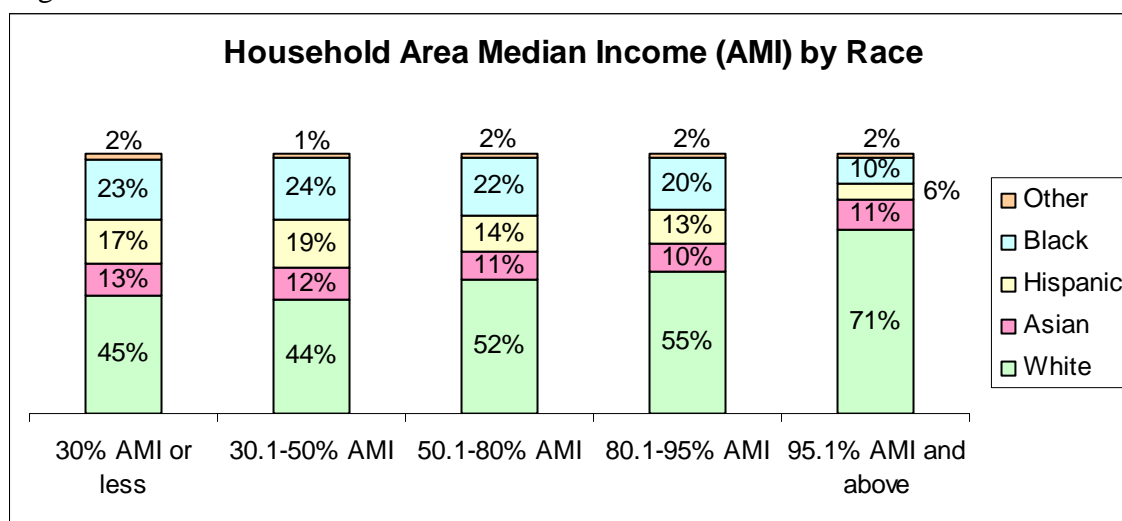


Figure 5



Source: 2009 Comprehensive Housing Affordability Strategy (CHAS) data from the Department of Housing and Urban Development (based on 2005-07 American Community Survey data)

Table 5: Cost Burden for Households by Race and Tenure

Tenure	Race	All Households		
		Cost Burden		
			Moderate	Severe
Owner	NH White	68.6%	58.8%	49.0%
	NH Black	10.0%	13.8%	13.7%
	NH Asian	11.6%	14.7%	13.5%
	NH Other	1.4%	1.2%	2.5%
	Hispanic	8.4%	11.5%	21.4%
	All	100.0%	100.0%	100.0%
Renter	NH White	44.9%	41.8%	43.1%
	NH Black	28.7%	30.2%	29.9%
	NH Asian	10.7%	10.8%	9.9%
	NH Other	2.3%	2.2%	1.8%
	Hispanic	13.3%	15.0%	15.3%
	All	100.0%	100.0%	100.0%

Source: Department of Housing and Urban Development, 2009 Comprehensive Housing Affordability Strategy (CHAS) (based on 2005-07 American Community Survey data)

Table 6: Montgomery County Population by Race & Hispanic Origin

Race	2010 Number	Percent of Total	2000 Number	Percent of Total	Percent Change	Percent Change
Total Population	971,777	100.0%	873,341	100.0%	98,436	10.1%
White	558,358	57.5%	565,719	64.8%	-7,361	-1.3%
Black or African American	167,315	17.2%	132,256	15.1%	35,059	21.0%
American Indian and Alaska Native	3,639	0.4%	2,544	0.3%	1,095	30.1%
Asian	135,451	13.9%	98,651	11.3%	36,800	27.2%
Native Hawaiian/Other Pacific Islander	522	0.1%	412	0.0%	110	21.1%
Some Other Race	67,847	7.0%	43,642	5.0%	24,205	35.7%
Two or More Races	38,645	4.0%	30,117	3.4%	8,528	22.1%
Non-Hispanic Total	806,379	83.0%	772,737	88.5%	33,642	4.2%
White	478,765	49.3%	519,318	67.2%	-40,553	-8.5%
Black or African American	161,689	16.6%	129,371	16.7%	32,318	20.0%
American Indian and Alaska Native	1,580	0.2%	1,756	0.2%	-176	-11.1%
Asian	134,677	13.9%	98,281	12.7%	36,396	27.0%
Native Hawaiian/Other Pacific Islander	427	0.0%	351	0.0%	76	17.8%
Some Other Race	3,617	0.4%	2,630	0.3%	987	27.3%
Two or More Races	25,624	2.6%	21,030	2.7%	4,594	17.9%
Hispanic Total	165,398	17.0%	100,604	11.5%	64,794	39.2%
White	79,593	8.2%	46,401	46.1%	33,192	41.7%
Black or African American	5,626	0.6%	2,885	2.9%	2,741	48.7%
American Indian and Alaska Native	2,059	0.2%	788	0.8%	1,271	61.7%
Asian	774	0.1%	370	0.4%	404	52.2%
Native Hawaiian/Other Pacific Islander	95	0.0%	61	0.1%	34	35.8%
Some Other Race	64,230	6.6%	41,012	40.8%	23,218	36.1%
Two or More Races	13,021	1.3%	9,087	9.0%	3,934	30.2%

Sources: US Bureau of the Census, Maryland State Data Center.

### ***Housing Demand & Supply***

Demand for housing comes from Montgomery County's desirability as a place to live as well as from strong employment growth within the county and within the region. In the 2000s, Montgomery County's population grew by more than one percent per year, from 873,341 to 971,777 in 2010. Contributing to the rise in population has been a high birth rate and foreign immigration. Between 2000 and 2008 the county gained 65,000 residents from a natural increase in population (i.e., births minus deaths). Over the same period, foreign immigration to Montgomery County accounted for nearly 67,000 new residents or about 86% of net migration.

Population data (based on decennial Census data for 2000 and 2010) shows that the non-white population grew at a faster rate than the white population over the past decade (see Table 6). In fact, when defining "minority" as everyone other than non-Hispanic white alone, Montgomery County has become "majority minority" for the first time with the minority share of the population increasing from 40.5% in 2000 to 50.7% in 2010. The trend toward increased diversity is expected to continue and is resulting in an increased need for outreach and services to minority populations, many of which do not have English as their native language. The maps below show the distribution of population by race and Hispanic origin as well as population density for 2010.

Figure 6

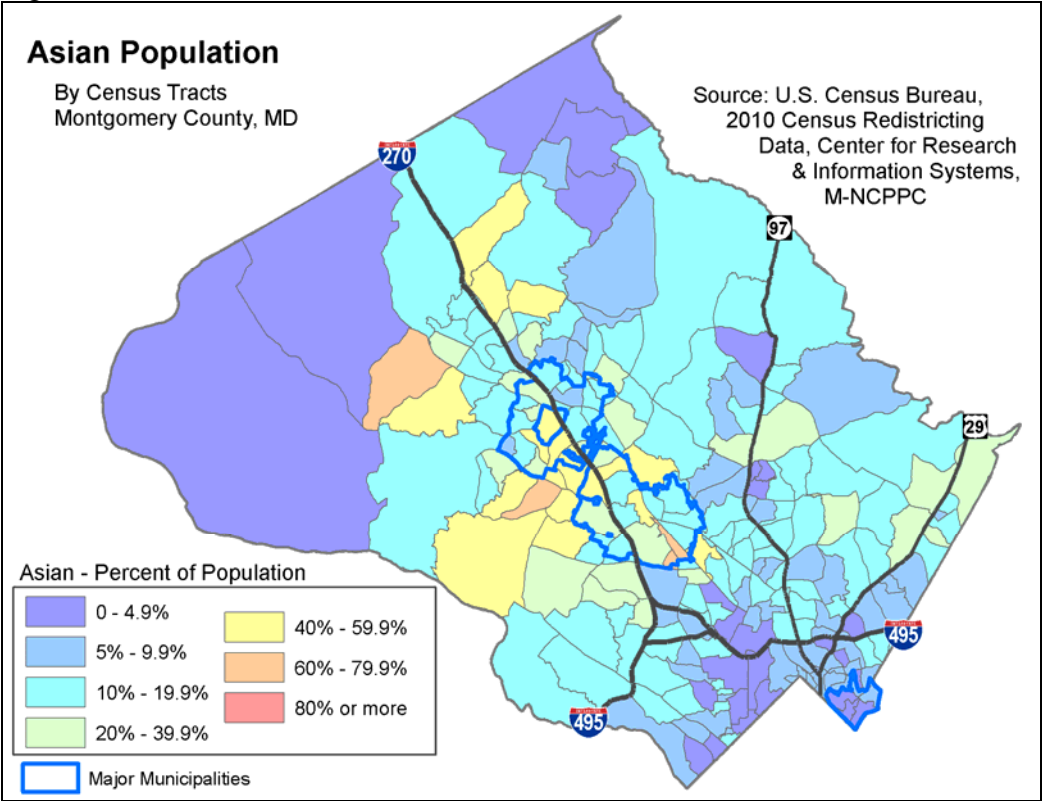


Figure 7

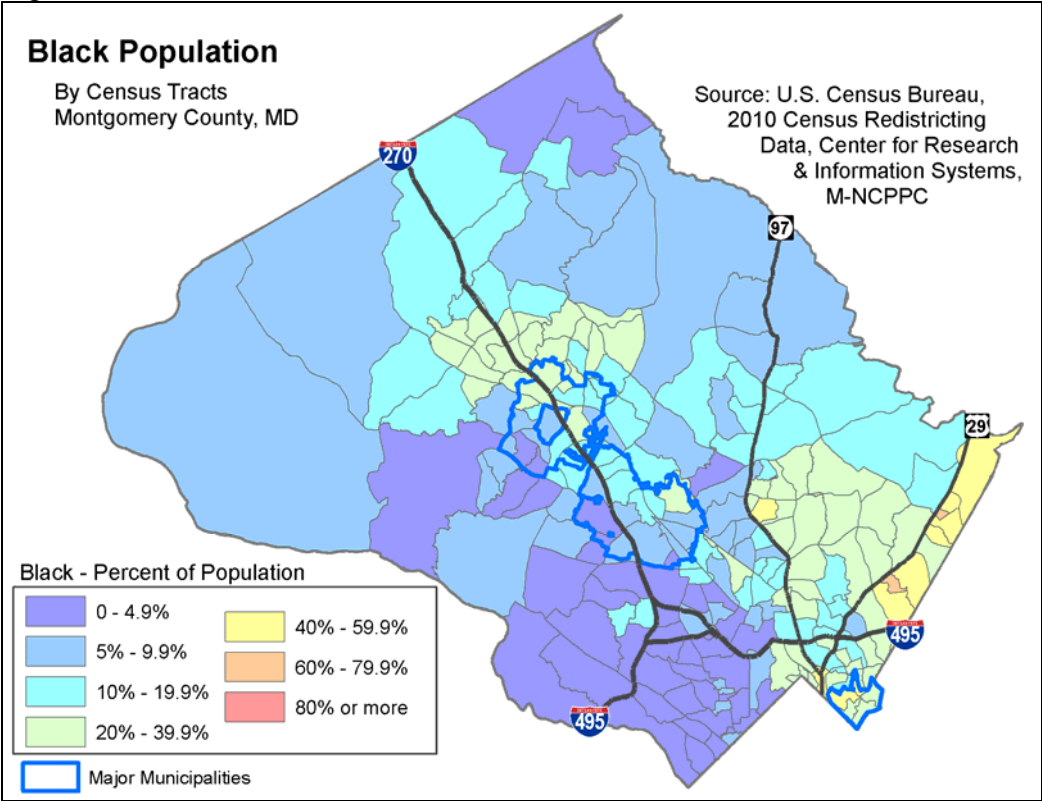


Figure 8

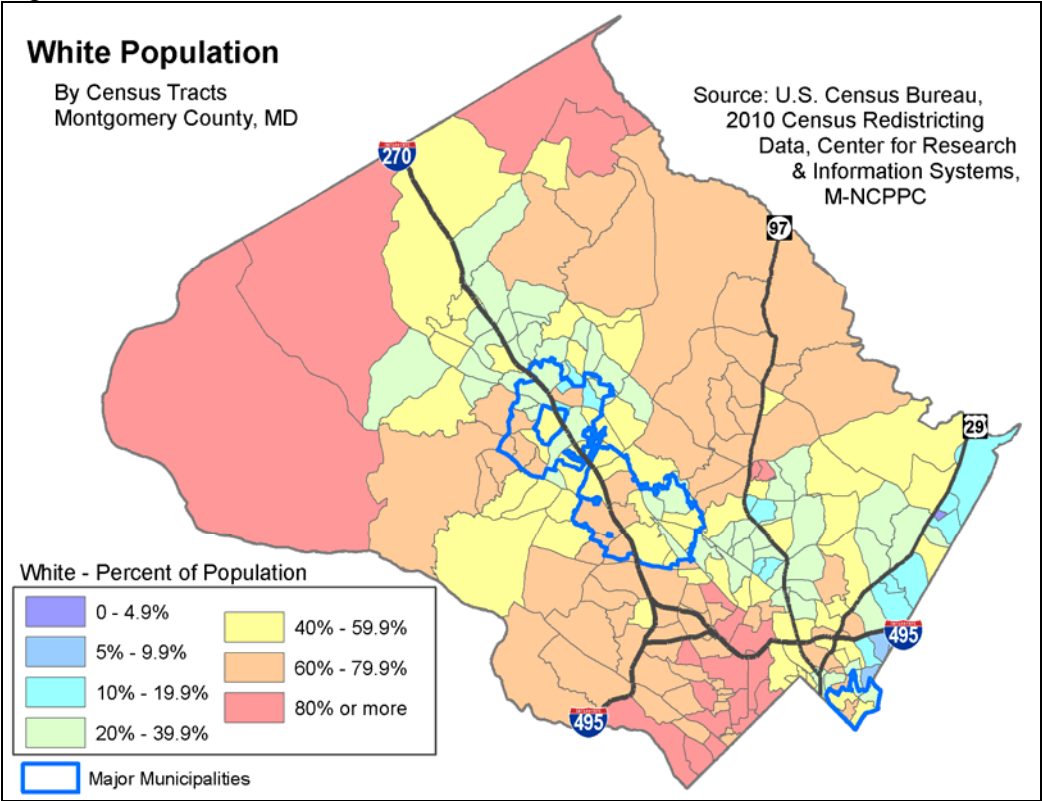


Figure 9

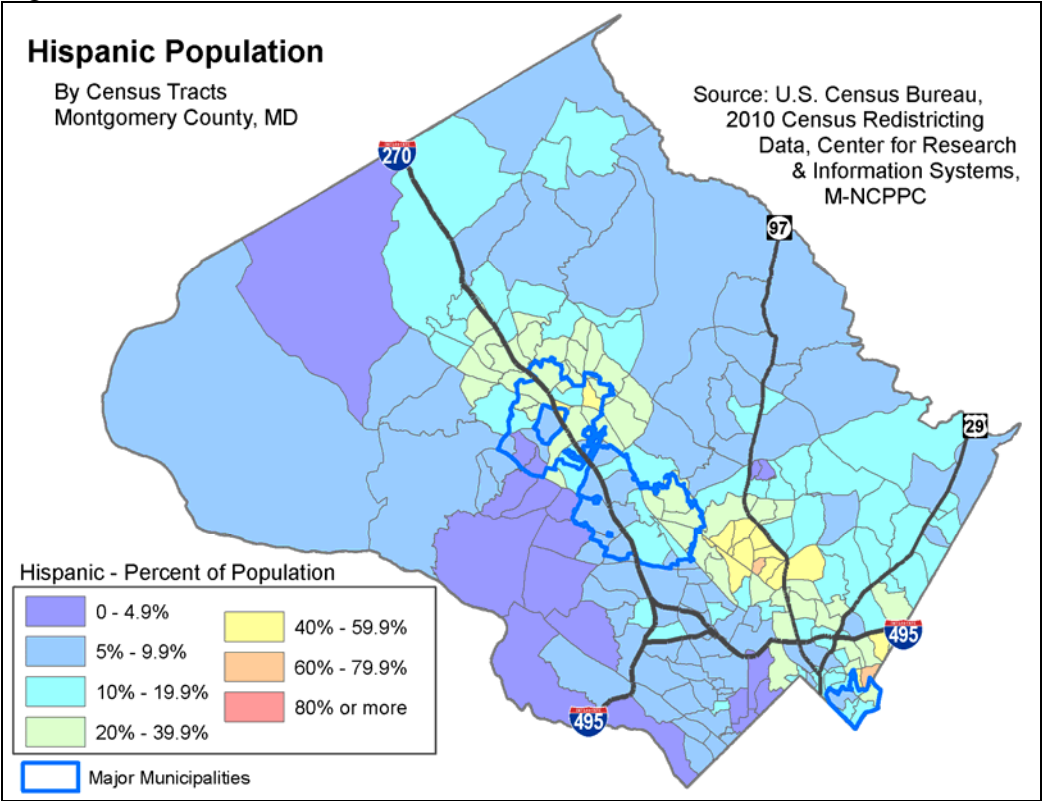
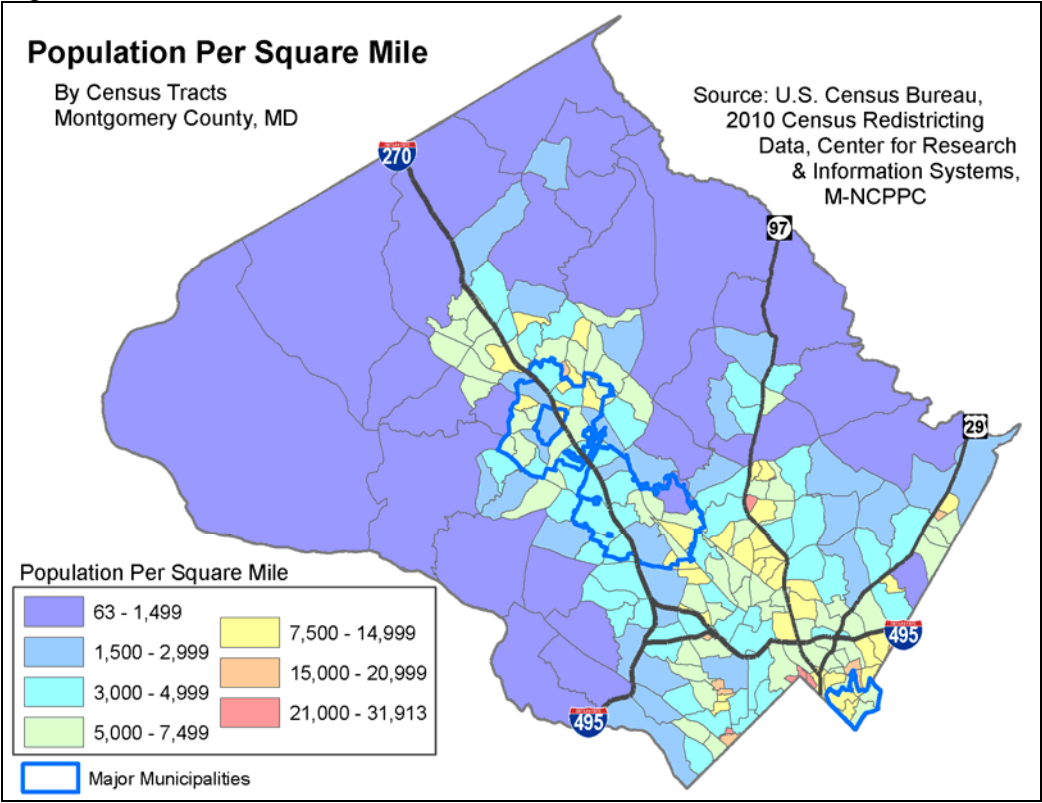
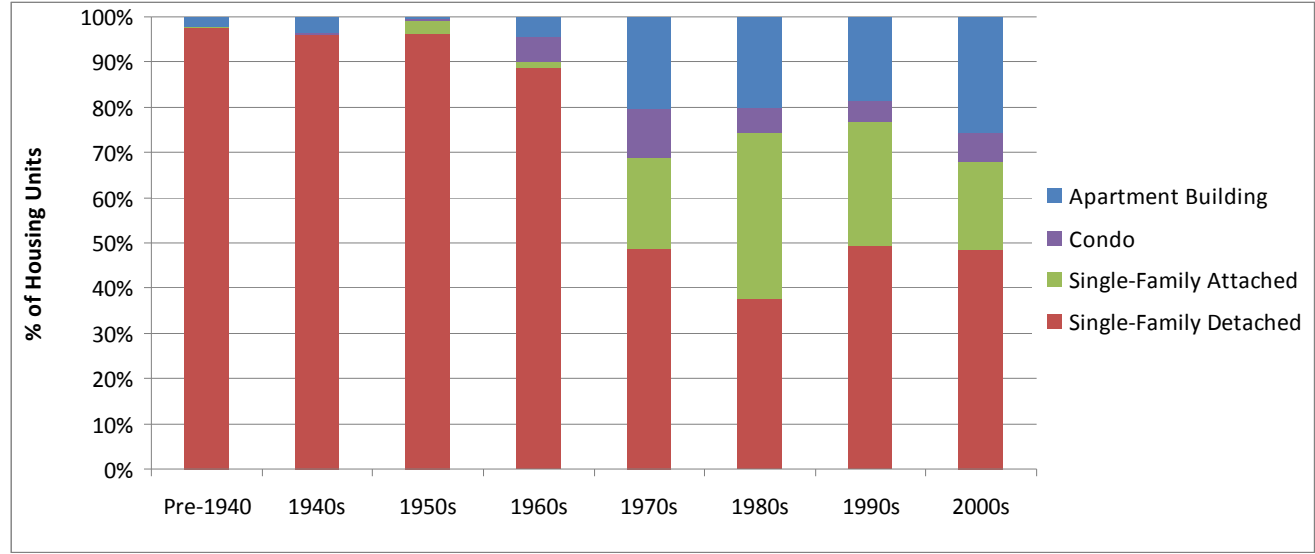


Figure 10



The housing stock has been changing in composition over time from predominantly single-family detached to a mix of detached, attached, and multi-family. Future growth is expected to continue this shift toward more attached and multi-family style development.

Figure 11 – Type of Housing by Decade Built



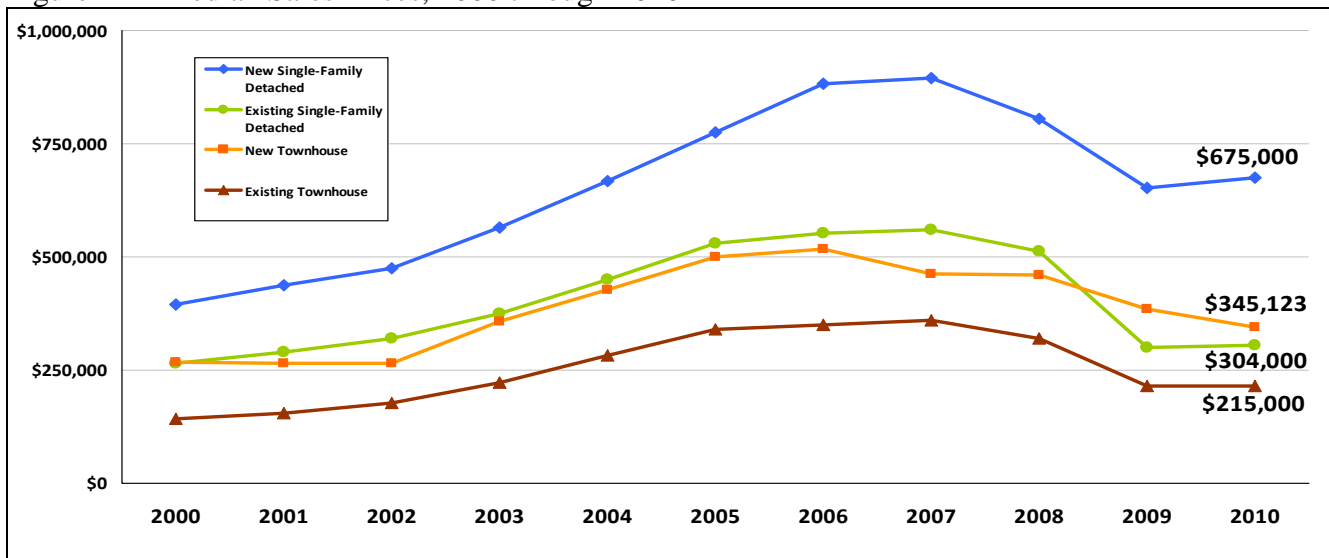
Source: Maryland Department of Assessments and Taxation

Median for-sale home prices have generally increased over time faster than general inflation and faster than real incomes, causing affordability challenges for households with a wide range of incomes. From 2000 to 2010 the median sales price for single-family home types increased between 16 and 73 percent while median household income increased by 22 percent. Low interest rates and easy credit availability fed the dramatic increase in prices through 2006. Prices have weakened considerably but are still expensive to many, especially those with poor credit who access financing at low rates. Montgomery County's median sales price for single and multifamily, new and used homes was \$355,000 in October 2010, the same level as 2004. Montgomery County's median sales prices typically have remained higher than most of the region and the nation since 1999. In first quarter 2010, the county's median was 1.9 times the nation's median sales price. The continued affordability problem can be seen in the Comprehensive Housing Affordability Strategy (CHAS) (based on 2005-07 American Community Survey data), showing that just over one third of households were either severely or moderately "cost burdened" (see Table 1, page 7).

Table 7: Median Home Sales Price

MEDIAN HOME SALES PRICE (2000 to 2010)						
YEAR	DETACHED HOMES		ATTACHED / TOWNHOUSES		MEDIAN HOUSEHOLD INCOME	INFLATION RATE*
	new	existing	new	existing		
2000	\$390,670	\$262,950	\$262,384	\$142,725	\$77,400	3.3%
2001	\$436,458	\$289,000	\$265,380	\$155,500	\$77,250	2.6%
2002	\$481,286	\$340,000	\$277,978	\$185,000	\$77,600	2.4%
2003	\$590,760	\$383,000	\$367,200	\$229,000	\$78,150	2.8%
2004	\$666,540	\$450,000	\$427,501	\$283,500	\$81,700	2.8%
2005	\$764,678	\$530,000	\$499,298	\$340,000	\$84,950	4.0%
2006	\$881,600	\$552,500	\$518,510	\$356,750	\$89,250	3.6%
2007	\$896,917	\$560,000	\$464,482	\$360,000	\$91,900	3.6%
2008	\$804,205	\$513,000	\$459,180	\$320,000	\$93,800	4.5%
2009	\$652,338	\$300,000	\$386,184	\$215,000	\$94,050	0.2%
2010	\$675,000	\$304,000	\$345,123	\$215,000	N/A	1.7%
2000-2010 Change	72.8%	15.6%	31.5%	50.6%	21.5%	
2000-2010 Annualized Rate of Change	5.6%	1.5%	2.8%	4.2%	2.2%	
* Change in annual average Consumer Price Index - All Urban Consumers (CPI) for Washington-Baltimore, DC-MD-VA-WV. Sources: M-NCPPC Research & Technology Center, STAR System report; U.S. Bureau of Labor Statistics, Consumer Price Index; Maryland State Data Center for income estimates in current dollars.						

Figure 12 – Median Sales Prices, 2000 through 2010



Source: Montgomery County Department of Planning

The Department of Housing and Community Affairs, Licensing and Registration Unit, annually conducts a survey of all multifamily rental facilities in Montgomery County with twelve or more rental units. The April 1, 2012 data represent 74,728 units as reported by 436 rental facilities located within Montgomery County's unincorporated areas as well as within the municipalities of Rockville, Gaithersburg and Takoma Park. The data represents 94.7 percent of the approximately 79,500 total units in multifamily rental properties of twelve or more units. The results show:

- The Countywide vacancy rate for all surveyed units was 3.5 percent in 2012, a drop of 0.2 percentage points from the 2011 rate of 3.7 percent;
- The City of Gaithersburg and the City of Rockville experienced a 0.4 percentage point increase with the vacancy rate in 2012 rising to 3.5 and 3.7 percent respectively. The City of Takoma Park saw a 1.3 percentage point decrease with the vacancy rate falling to 2.4 percent. The unincorporated areas saw a 0.3 percentage point decline with the vacancy rate dropping to 3.5 percent;
- Vacancy rates by bedroom size ranged from a low of 1.0 percent for 4 bedroom plus units to a high of 3.9 percent for efficiency units. One bedroom units had a vacancy rate of 3.3 percent. The two and three bedroom units had vacancy rates of 3.6 percent;
- The Silver Spring-Takoma Park market areas had the tightest markets of the major market areas, with a vacancy rate of 3.2 percent, 0.3 percentage points below the countywide average. The highest vacancy rate of the major market areas was found in Colesville-White Oak at 3.9 percent, 0.4 percentage points above the countywide average;
- Vacancy rates by structure type ranged from a low of 3.2 percent for midrise units to 3.8 percent for highrise units.

In the next thirty years we'll have to find room for more than one hundred thousand new households (see Table 8 for forecast data). In this timeframe the rate of job creation is forecast to well exceed both population and household growth, likely placing further pressure on housing costs and employees attempt to live near their work. New residential and commercial growth will likely be at

higher densities than past development and will be directed to places near existing and planned transit service.

Table 8: Forecasts

Metropolitan Washington Council of Governments Round 8.0 Cooperative Forecasts (Dec 2010) Montgomery County			
Year	Households	Population	Employment
2005	347,500	929,097	500,000
2010	360,500	979,996	506,000
2015	377,000	1,016,996	540,000
2020	398,000	1,064,995	585,000
2025	417,000	1,108,997	628,000
2030	438,000	1,151,997	673,000
2035	453,000	1,181,997	703,000
2040	463,000	1,198,997	723,000
2010 - 2040 Change			
Percent	28.4%	22.3%	42.9%
Number	102,500	219,001	217,000

### ***Housing Tenure and Type***

The 2010 Census showed that homeownership rates in Montgomery County dropped slightly between 2000 and 2010, and that a higher percentage of new homes were rented compared to the 1990s. The biggest decline in homeownership rates occurred in the households under the age of 45, where less than half owned a house. This was a drop of 5.5% since 2000. Of the new households formed between 2000 and 2010, 57% were owner-occupied a decline from 1990 when 74% of new households were owners. In 2000, 68.7 of County residents owned their own homes, which declined to 67.6% in 2010.

### ***Household Size***

The Montgomery County Planning Department reports that after decades of declining average household size from 3.65 in 1960 to 2.62 in 1987, the trend bottomed out in the 1990s. Between 2000 and 2010, average household size increased from 2.66 persons per household to 2.70 persons per household. However, average household size is expected to revert to the national trend and decline to 2.57 by 2040.

### ***New Housing Production***

During the 1980s the county gained an average of more than 7,000 new units per year. Production dropped in the 1990s to around 3,600 per year and picked up again to average nearly 4,000 per year in the 2000s through 2008. However, the level of completions began dropping after 2002 with 2008 seeing just 2,164 units completed. Approvals (at the subdivision and site plan level, as opposed to

building permits) are a leading indicator of future activity and clearly show the expected further shift toward multi-family housing, which comprises 61% of approvals from 2000 through 2008.

Table 9: Housing Completions and Approvals

Housing Completions and Approvals 2000 - 2008				
	Single-family	Townhouse	Multi-family	Total
Completions	12,575	7,681	15,602	35,858
percent of completions	35.1%	21.4%	43.5%	
Approvals	10,842	7,578	28,443	46,863
percent of approvals	23.1%	16.2%	60.7%	

Source: Montgomery County Department of Planning

### ***Housing - Preservation/Rehabilitation***

The housing stock is aging as the County is predominantly built out - only four percent of the County land zoned for development remains undeveloped. This older housing stock is some of our most affordable and therefore needs to be maintained. This includes both owner and renter stock. These homes need not only rehabilitation but also preservation. Expiring subsidies and prepayments of federally assisted mortgages must be addressed.

### ***Special Needs Facilities and Services***

It is the policy of the Continuum of Care (CoC) to expand permanent supportive housing rather than year-round emergency and transitional shelter. However, during the winter season, the number of emergency shelter beds is increased to meet the demand to keep people safe. Section 3A, Strategic Planning Objectives, of the Continuum of Care application (beginning on page 48 – Section 3 of this report is the CoC report in its entirety) details the strategies and approaches to identifying and serving people in need of supportive housing.

### **Strategic Plan**

The basis for priorities given to categories in Table 2A (in Section 2) is that the County feels it should serve those in the lowest income categories first. This has been a consistent priority for many years. Certainly there are needs in all low/moderate income families and there is an effort to judiciously use the limited resources that are available, but the County feels that the highest priority needs to be given to those with the fewest resources.

- 1) *Indicate the general priorities for allocating investment geographically within the jurisdiction and among different activities and needs....*
  - Assisting vulnerable populations County-wide – those with low incomes and in need of supportive services, including the elderly, youth, the homeless, persons with disabilities, medical or other special needs and persons with limited English proficiency.

- Increasing and preserving the supply of affordable housing throughout the County, including housing for persons with special needs.
- Revitalizing older commercial areas and expanding economic opportunities

2) *Describe the reasons for assigning the priority.*

Vulnerable Populations

- The homeless are the highest priority because basic shelter is fundamental to any strategy for assisting those most in need.
- Persons with low incomes are often threatened with homelessness because of the high cost of housing in the County, and those with special needs, whether for senior assisted living or supportive services due to disability are particularly vulnerable.

Housing

- There continues to be a need for additional affordable housing units for both renters and owners. Households with low- and moderate-incomes are finding it increasingly difficult to purchase a first home in the County. Increasing the supply of affordable workforce housing is becoming a more pressing priority as housing prices force many who work in the County to seek housing outside the County, impacting the available labor force and exacerbating traffic concerns.
- Special needs housing for our most vulnerable residents, as described above, is a high priority.
- Preservation of existing affordable housing, especially public housing, is a growing concern as federal funding for maintenance decreases below what is needed and the existing housing stock ages.

Commercial areas and economic opportunities

- Revitalizing older commercial areas is a priority because doing so enhances economic opportunities that lead to job creation
- Assisting lower income households to increase their incomes by providing education, job training, childcare and other employment-related support enhances employment opportunities and self-sufficiency

3) *Identify any obstacles to meeting underserved needs;*

- Inadequate federal and state funding
- Competing demands for public services
- Challenges of development (diminishing supply of land; costs; neighborhood opposition)
- Growth of population in need – aging population; growth in numbers of residents with limited English proficiency - coupled with the inability of private, public and nonprofit sectors to meet growing needs
- Inadequate incomes of population in need

The overall goal is community improvement, including not only housing-related activities but public facilities and services and expansion of economic opportunities. Activities proposed to be undertaken with CDBG, ESG, and HOME funds are outlined in detail in this document in the Action Plan section of the Executive Summary.

The County's Capital Improvement and Public Services programs, as presented in conjunction with the FY14 Capital and Operating budgets for the County, identify specific activities that will be undertaken to meet priority needs. These activities relate to goals, strategies and outcomes and reflect the vision and guiding principles of the County.

Some of the activities identified in the Capital Improvement and Public Services programs are activities that will be undertaken with federal funds upon approval of this Consolidated Plan by the United States Department of Housing and Urban Development. The Consolidated Plan identifies and elaborates on the following strategies:

The Consolidated Plan discusses broad strategies for meeting the gaps identified between existing resources and identified needs. The Plan identifies and elaborates on the following strategies:

- Target resources to achieve the broadest and most effective solutions to the problems of our most vulnerable residents, including the homeless and other populations with special needs;
- Increase efficiency in service delivery for housing and community development-related programs;
- Eliminate housing discrimination and barriers (legislative and other) to the provision of affordable, accessible housing;
- Encourage self-sufficiency and long-term resolution of problems by focusing limited resources to address community concerns comprehensively at the neighborhood level;
- Employ both public and private resources to preserve and create a variety of affordable housing options to meet the needs of the County's low and moderate income and special needs populations. Work to encourage accessibility in standard design;
- Set realistic goals based on available resources and current economic and social conditions; and,
- Continue economic development efforts to meet State initiatives and the current needs of businesses in the County.

## **Other Information / Plan Requirements**

### ***Administration***

The Department of Housing and Community Affairs (DHCA) is the lead County agency responsible for submission of the Consolidated Plan and Annual Action Plan to HUD for receipt of CDBG, ESG, and HOME funds and has been responsible for administration of the funds as well. In conjunction with the implementation of the Consolidated Plan, the Human Rights Commission (HRC) is the lead County agency responsible for directing activities to further fair housing. In 2012, the Montgomery County Department of Health and Human Services (DHHS) and the Department of Human Resources entered into a Memorandum of Understanding that has DHHS administering Emergency Solutions Grant funding. The funds will be able to support DHHS' efforts to rapidly re-house homeless persons, and support the Homeless Management Information System (HMIS).

The Housing Opportunities for Persons with Aids (HOPWA) program is administered regionally. Montgomery County is a part of the Bethesda-Frederick-Gaithersburg, MD Metropolitan Division (part of the Washington-Arlington-Alexandria, DC-VA-MD-WV Metropolitan Statistical Area), which consists of Frederick and Montgomery Counties. HUD designated the City of Frederick the HOPWA formula grantee for the Division.

### ***Eligible Activities***

A wide variety of activities that principally benefit Montgomery County's low and moderate income residents, as described elsewhere in this document, are eligible for funds through these programs. While programs may target resources to specific populations such as the homeless (ESG) or persons with HIV/AIDS (HOPWA) or activities such as housing (HOME), the overall goal is community improvement, including not only housing-related activities but public facilities and services and expansion of economic opportunities. Activities proposed to be undertaken with CDBG, ESG, HOME, and funds are outlined in detail elsewhere in this document.

### ***Development Process***

The Department of Housing and Community Affairs (DHCA) is the lead agency responsible for the submission of the Consolidated Plan to HUD. The Plan is to be delivered to HUD by June 14, 2013. Montgomery County residents are afforded many opportunities to express their views and opinions, identify priority needs and discuss gaps in service delivery. Volunteer boards and commissions provide community input in all aspects of public policy and administration. DHCA facilitates an annual public hearing to solicit comments from residents concerning community development needs, with residents provided further opportunity for comment at public hearings held by the County Council in conjunction with annual approval of the budget. While DHCA provides residents with an opportunity to comment on the draft Consolidated Plan, staff also incorporates public input provided through issue-orientated forums and town meetings not directly related to the development of the Consolidated Plan. For example, the County Executive holds town hall meetings and budget forums in various locations around the county to listen to resident concerns. Other county departments hold community forums or conduct studies to obtain input in specific policy or program areas, such as services for special populations like the homeless and persons with disabilities or initiatives in the areas of recreation, economic development or commercial revitalization. For example, persons representing some thirty organizations worked on the development of a Continuum of Care for assistance to the homeless. Contact is made with the Housing Opportunities Commission (HOC) of Montgomery County to discuss the concerns of the agency and the residents it serves. Finally, to ensure a regional perspective regarding a variety of issues including transportation, affordable housing, fair housing and the homeless, the county actively participates in the Metropolitan Washington Council of Governments (COG) as a means of furthering inter-jurisdictional cooperation.

In an attempt to make this document available for review/comment by as many interested individuals/groups as possible, draft copies were placed in the County's five regional government service centers with the public being informed by local newspaper advertisement (copy included in the report) of the availability of the document and the opportunity to comment on it prior to final

submission. The newspaper ad also noted that the document was available on the County's website at: <http://www.montgomerycountymd.gov/Content/DHCA/index.asp>.

### ***Managing the Process***

DHCA is responsible for the submission of the Action Plan to HUD. A one-year Action Plan must be submitted to HUD no later than May 15, 2013. In preparation of this plan, DHCA worked closely with the Community Development Advisory Committee (CDAC) appointed by the County Executive. Additional information regarding citizen participation is found in Appendix A.

A public hearing was held in October 2012 before the Community Development Advisory Committee (CDAC) to receive citizen input regarding needs to be addressed in the Plan and to review past performance. A summary of testimony from this hearing is on file at DHCA. The Montgomery County Council hosted a forum on key budget issues for FY 2014 on Thursday, November 29, 2012 to seek resident input. Montgomery County Executive Isiah Leggett sponsored five budget forums during the months of January and February 2013 to seek input from residents about fiscal year 2014 operating budget priorities. Additionally, the County Council, after the release of the draft FY14 capital and operating budgets, held a series of formal hearings on the budget in early April 2013, prior to finalizing the Action Plan for submission to HUD. DHCA staff consulted with and collected data from numerous sources in preparing the annual Action Plan including staff in surrounding jurisdictions and at local and State levels.

Montgomery County residents are afforded many opportunities to express their views and opinions, identify priority needs and discuss gaps in service delivery. Volunteer boards and commissions provide community input in all aspects of public policy and administration. DHCA facilitates an annual public hearing to solicit comments from residents concerning community development needs, with residents provided further opportunity for comment at public hearings held by the County Council in conjunction with annual approval of the budget. While DHCA provides residents with an opportunity to comment on the draft Consolidated Plan, staff also incorporates public input provided through issue-orientated forums and town meetings not directly related to the development of the Consolidated Plan. For example, the County Executive and County Council hold public meetings in various locations around the County to listen to resident concerns. Other County departments hold community forums or conduct studies to obtain input in specific policy or program areas, such as services for special populations like the homeless and persons with disabilities or initiatives in the areas of recreation, economic development or commercial revitalization. For example, persons representing some thirty organizations work on the development of the Continuum of Care plan for assistance to the homeless. Additionally, the Montgomery County Continuum of Care has developed an action plan to identify a formerly homeless person to participate on their Performance and Evaluation Committee. The committee will utilize information from the Homeless Management Information System, HUD performance measures, and site visits to analyze the system, identify gaps, and recommend funding allocations. Finally, to ensure a regional perspective regarding a variety of issues including transportation, affordable housing, fair housing and the homeless, the County actively participates in the Council of Governments (COG) as a means of furthering inter-jurisdictional cooperation.

In addition to staff of DHCA, the lead agency in compiling the Consolidated Plan, many other agencies provide information that gets incorporated into the Consolidated Plan. These include the

Department of Health and Human Services (an umbrella for many social service programs in the County), the Department of Economic Development, the Maryland National Capital Park and Planning Commission (MNCPPC), the cities of Rockville and Takoma Park, the Housing Opportunities Commission (HOC), the Montgomery County Coalition for the Homeless, the Montgomery County Office of Human Rights, the Montgomery County Office of Community Partnerships, the Community Action Board, Non-profit Montgomery, the Montgomery County Commission on Aging, and a number of other private agencies and groups.

DHCA is particularly thankful to the Department of Health and Human Services for its review function and for providing much of the statistical information that is contained in this document regarding person with special needs, e.g. those focusing on services to children, elderly persons, persons with disabilities, persons with HIV/AIDS and their families, and homeless persons.

### ***Monitoring***

Montgomery County receives annual allocations from the Federal CDBG, HOME, and ESG Programs. Monitoring standards and procedures for each program are described here.

CDBG and ESG activities are monitored according to program requirements. Subrecipients and contractors are required to submit periodic progress and financial reports and submit quarterly benefit data reports. DHCA staff maintains regular telephone contact with subrecipients and contractors. Staff from DHHS continually monitor expenditures and review source documentation annually for ESG services provided by contractors. Occasionally, staff will monitor projects as a joint effort with staff from other County Departments.

Staff provides technical assistance at the time contracts are drafted to ensure that all contractors are familiar with and understand program requirements. Topics discussed include income/beneficiary documentation, reporting, files and records management, invoicing for payment and timely expenditure of funds. In addition, staff members may attend events sponsored by the sub-recipients/contractors related to programs that receive funding.

HOME: Montgomery County is responsible for ensuring that all HOME program funds are used in accordance with the program requirements. The County executes written agreements and performs monitoring of its grantees and contractors. The County will monitor all activities assisted with HOME funds to assess compliance with ongoing program requirements.

The County has an internal tracking system for HOME projects to follow the timing of required cyclical inspections automatically generating requests for information, receipt of audits and benefit data reports.

DHCA staff conduct contract monitoring meetings with all grantees during the contract period. These visits supplement other contacts (phone/email). A monitoring report is placed in the file of grantees.

The County is also subject to review by outside auditors. The current contract calls for programmatic and financial audits to be conducted annually.

## *Institutional Structure*

The Executive Branch implements and enforces Montgomery County's laws and provides executive direction to the government. Its chief executive officer is the County Executive. There are over 30 executive branch departments and agencies that help to deliver services to county residents. Listed below are the Departments directly involved in the services that are part of the Consolidated Plan package of services.

### Department of Housing and Community Affairs

#### Housing Programs

- For Low and Moderate Income
  - Moderately Priced Dwelling Unit Program (MPDU)
  - Weatherization Program - helps you weatherize your home to save money on fuel bills.
  - Single Family Home Improvement Loan Program
  - Directory of Funding Sources For Affordable Housing
  - Productivity Housing Program
- For Public Agencies, Non-Profits & Developers
  - Multi-Family Housing Production Program
  - Group Home Rehabilitation Loan Program
  - Rehabilitation Program for Small Rental Properties
- Landlord-Tenant Resources
- Housing Code Enforcement
- Housing Initiative Fund
- Committees, Commissions, and Boards
- Real Property System - State of Maryland, Department of Assessments & Taxation
- Complaint Resolution

#### Other Resources:

- Housing Opportunities Commission
  - Public Housing

- Section 8
- Section 236
- Rental Assistance
- Closing Cost Assistance Program
- Housing for the Elderly
- Housing for People with Disabilities
- Programs for the Homeless
- Department of Health and Human Services (DHHS)
  - Rooming House Rental Licensing
  - Adult Homeless Initiative
  - Shelter Services
  - Emergency Family Shelter Services
  - Homeless Services
  - Transitional Services
  - Family Self Sufficiency
  - Maryland Energy Assistance Program
  - Rental Assistance Program
  - (DHHS) maintains a list of properties that are registered, licensed and available to persons with special needs.
- The Maryland-National Capital Park and Planning Commission (M-NCPPC) is a bi-county agency which manages public parkland and provides land use planning, with administration shared with Prince George's County.

Non-profit agencies and community-based organizations are extensively involved in the Consolidated Plan process. These agencies and organizations participate in the community input process providing comments to the Citizens Development Advisory Committee (CDAC) on the proposed funding priorities. Recipients of funding through the CDAC process are monitored to solicit suggestions for improvements in the funding/implementation process.

These agencies reach out to the business community to secure its participation and contribution to the projects and programs funded in the County. The Continuum of Care planning process for

homeless services and programs also involves many of these same organizations in a collaborative planning process in which the County is a partner in the process. Non-profits involved in affordable housing are an integral part of the process of providing and/or preserving affordable housing.

In terms of strengths, the County agencies offer not only housing programs, but housing code enforcement, the Office of Landlord-Tenant Affairs, and Neighborhood Revitalization, which allows for an inter-disciplinary approach to many housing and consolidated plan related problems. An integral part of the County's consolidated plan effort is the Montgomery Housing Initiative fund (MHI). Created in 1988, the MHI is Montgomery County's creative and flexible response to the need for housing choices that fit the County's diverse population. Rather than create a number of locally funded loan pools with separate intricate regulations, the County created one fund that can make loans to for-profit and nonprofit developers to help acquire, rehabilitate, build and preserve affordable housing. Through the MHI the County works closely with other financing sources and developers to help move housing developments from planning to completion, helping with everything from pre-development funding for project planning to long-term financing. Recognizing that affordable housing developments need to truly serve their residents, the County uses the MHI to fund service-related programs such as service coordinators, neighborhood surveys and seminars for small apartment owners.

Another strength is the County's MPDU Ordinance, which has created 13,246 affordable housing units through 2011 and is a model for the nation.

The largest gap is created by the fact that the demand for affordable housing units and related social services continues to exceed the supply while the ability of service providers to increase services is constrained.

Quarterly leadership forums bring managers and key staff from all County departments together to identify opportunities for collaboration and define priorities. In addition, the County has implemented a new planning and appraisal process for senior management stressing results-oriented outcomes and pay-for-performance, with an emphasis on teamwork, cooperation, and collaboration to ensure that departments work together.

## **Program Specific Requirements**

### **CDBG Program**

The total amount allocated for projects (\$4,682,362) is equal to the amount of the FY14 HUD grant plus program income.

CDBG funds must be used to benefit low- and moderate-income persons.

### **HOME Program**

The County does not have any other forms of investment than those described in this report.

The County does not plan to use HOME funds to refinance any existing debt.

HOME funds are not used for homeownership activities.

Owners/property managers interested in participating in the HOME program must adhere to the County's affirmative marketing policies and procedures. They are parties to the "Regulatory and Loan Agreement" executed between the owner/property manager and the County. Under this agreement, the owner/property manager implements the policies and procedures contained in the Affirmative Marketing Plan. The affirmative marketing efforts of the owner/property manager will be assessed by DHCA. To determine if a good faith effort has been made, DHCA will examine information contained in the owner/property manager's Annual Benefits Data Report. Each year, the DHCA will compare the make-up of the tenants in the development to the demographic break-down of the County as a whole and against the previous year's Annual Benefits Data Report for the development.

At the discretion of DHCA, departmental representatives may make site visits to examine the records on actions the owner/property manager has taken and compare the actions with those that DHCA requires be taken. If DHCA finds that the required actions have been carried out, it will assume that the owner/property manager has made a good faith effort to carry out these policies and procedures.

DHCA works through the County's established [Minority, Female and Disabled Person Owned Businesses \(MFD\) Program](#). The MFD program is responsible for ensuring that minority-owned businesses receive a fair share of the County's contracting opportunities. The goals of the program are to:

- Encourage economic development for minority persons. Increase business opportunities for minority persons.
- Notify minority-owned businesses of procurement opportunities.
- Provide information to minority business owners about the procurement system.
- Provide referrals for technical assistance, sureties, and financing information.
- Review procurement procedures to remove artificial barriers to competition.

## ***Resources***

### **Matching Funds for the HOME and ESG Programs**

For County fiscal year 2014 (July 1 2013 – June 30, 2014), the County Executive's recommended budget invests over 25.9 million dollars in the Montgomery Housing Initiative (MHI) fund. This dedicated funding provides for renovation of distressed housing, the acquisition and preservation of affordable housing units, creation of housing units for special needs residents, services to the "Building Neighborhoods to Call Home" and "Housing First" and creation of mixed-income housing. Within this allocation is \$4.5 million for senior housing. The MHI will be the source of the HOME fund match. The MHI has the following goals:

1. Renovation of distressed properties that can be used to create affordable housing opportunities.
2. Preserving affordable housing that could be lost from the housing stock.
3. Building and creating new, affordable housing including those for special needs populations.

4. Promoting and creating mixed-income communities with housing opportunities for all Montgomery County residents.
5. Building neighborhoods and not just housing units by linking supportive services and programs for communities and residents.

ESG fund match will be provided by general county revenue funds that will fund projects through the Department of Health and Human Services (DHHS). The Department provides core services that protect the community's health, protect the health and safety of at-risk children and vulnerable adults, and address basic human needs including food, shelter, clothing and personal care. The Department also provides a number of other services to assist families to be healthy, safe and strong. Section 3 contains details of proposed spending through the Continuum of Care.

### **Additional Funding Information**

Montgomery County has been successful in securing both state and other sources of federal funding to support its initiatives. The County has secured Federal Economic Development awards and other sources of Federal funding to support homeless services. State Legacy grants have been received in the past and under new State of Maryland programs, such as the Sustainable Communities program, the County will again seek this funding.

In order for local agencies to receive funding under certain competitive programs, such as those for supportive housing, the county must have an approved Consolidated Plan in place and the applications for funding under these programs must be consistent with the needs and priorities identified in the Plan.

Generally, the county will apply for, or support applications for funding from other sources that address priority needs. The level of support will be contingent on an evaluation of all direct and indirect costs to the county, including the need to commit county resources to meet any matching or cash contribution required as a condition of funding.

Montgomery County Executive Isiah Leggett presented his recommended \$4.8 billion operating budget for fiscal year (FY) 2014 that begins July 1. Leggett's budget holds the line on property taxes at the County Charter level below the rate of inflation. His recommendation includes a tax-supported County government budget of \$1.3 billion, up 3.9 percent, which is half of last year's increase. The budget increases County spending for Montgomery County Public Schools (MCPS) to the level required by the State's Maintenance of Effort law. The budget continues Leggett's three-year plan to add 120 sworn officers and 23 civilians to the Police Department and doubles the number of School Resource Officers assigned to County high schools. It provides a 10 percent increase in Public Libraries, staffing newly-renovated libraries in Gaithersburg and Olney, increasing materials and adding hours at several libraries. Following up on commitments made in his February 20 "State of the County" speech, Leggett expands the popular "Excel Beyond the Bell" program in his Positive Youth Initiative and boosts County funding to expand English language programs for County adults by 14 percent. Leggett's budget also expands the County's Earned Income Tax Credit (EITC) that assists the working poor.

The overall recommendations include:

- A total County budget (which includes debt service, grants, and enterprise funds) for FY14 of \$4.8 billion, an increase of \$190 million from the FY13 approved budget – or a 4.1 percent increase. This includes all agencies -- MCPS, Montgomery College, Maryland-National Capital Park and Planning Commission (M-NCPPC) and County government;
- An overall FY14 tax-supported portion of the budget of \$4.188 billion (including debt service) that will increase by \$168 million, or 4.2 percent, from the FY13 budget;
- A tax-supported County government budget of \$1.31 billion, an increase of \$49 million, or 3.9 percent – about half the increase approved by the County Council for FY13;
- Funding for MCPS will increase by \$55.8 million – a 2.8 percent increase from FY13 and an increase of \$28.7 million in County funding over last year. The budget provides a County contribution to MCPS that meets the requirements of the State's Maintenance of Effort Law;
- The budget for Montgomery College increases by \$9.2 million, a 4.2 percent increase. The budget funds 99 percent of the College's tax-supported request; and
- Funding for the M-NCPPC increases by \$4 million, a 3.7 percent increase representing 100 percent of the agency's tax-supported request.

## ***Outcomes***

### **Performance Measurement**

The County Executive has directed department heads to focus their management on the achievements of "customer results". As a first step, each department has identified not just their customers and the services they deliver to those customers but, most importantly, the outcomes for those customers.

All County departments have developed Department Performance Plans, each of which begins with the Headline Department Performance Measures, which will gauge how well customer results are being achieved, as well as the department's operational efficiency. The Performance Plan then provides a succinct analysis and an action plan, including a budget, for improving performance - as measured by the trend lines of the Headline Department Performance Measures.

The introduction of the CountyStat program adds another useful dimension in performance measurement. The four major themes of CountyStat are Capacity Building, Policy Translation, Data Analytics and Integration, and Internal Consulting. Through adherence to these principles, CountyStat seeks to improve performance by creating greater governmental accountability, providing clearer transparency into County operations, applying data analytics to the decision-making process, and ensuring decisions are implemented by conducting relentless follow-up. CountyStat is helping the County move from measuring activity and outputs to measuring outcomes and creating a culture of

“managing for results”. For additional information on CountyStat, please visit CountyStat website at <http://www.montgomerycountymd.gov/countystat/>.

## **CONSOLIDATED ACTION PLAN PERFORMANCE MEASUREMENT OBJECTIVES**

(these are estimates and will be revised based on negotiated scope of service)

### **I. Suitable Living Environment**

#### **A. Outcome: Availability/Accessibility**

##### **Outcome Statements:**

- 50 low-income Asian immigrants will receive immigration legal assistance.
- 70 homeless shelter residents will receive financial literacy training.
- 10 students of the Sunflower Bakery employment training program will receive expanded wraparound services to secure employment upon completion of the Pastry Arts Training Program.
- 218 youth will benefit from programs providing services such as academic enrichment for middle schoolers, school readiness for pre-schoolers, and therapeutic group meetings for at-risk middle school students.
- 2,103 individuals who are homeless or at risk of homelessness will benefit from services ranging from shelter services, to meals, and eviction prevention services.
- 2,600 people will receive medical services including psychiatric case management, an Anticoagulation Clinic for patients requiring close monitoring, and general health clinic services.
- 140 people will participate in “circles” of residents, coming together to practice mutual support, exchange, and accountability in the pursuit of achieving self-identified life improvement goals.
- 18 immigrant women and their American-born children who are survivors of domestic violence will benefit from program support for a transitional housing program.

#### **B. Outcome: Affordability**

##### **Outcome Statements:**

- 139 housing units will be made affordable through production or preservation activities which may include the construction, acquisition, and / or rehabilitation of housing.
- 10 housing units will be made affordable through production or preservation activities by CHDOs which may include the acquisition, construction, or renovation of rental housing.

#### **C. Outcome: Sustainability**

##### **Outcome Statements:**

- 80 underemployed and unemployed residents will receive culturally and linguistically appropriate job training (food production) and linkage of micro-entrepreneurs with existing resources and local food mentors.
- 3,600 people will benefit from neighborhood preservation and enhancement activities in two neighborhoods

## **II. Decent Housing**

### **A. Outcome: Availability/Accessibility**

#### **Outcome Statements:**

- 93 housing units will be created, preserved, or improved through activities that may include loans to assist in the purchase of existing properties for use as housing affordable to low- and moderate-income residents and funds for housing rehabilitation to enable low and moderate income owners of single-family homes and owners of multi-family properties occupied by low- and moderate-income tenants to eliminate code violations and make other necessary improvements, including accessibility and energy conservation improvements.
- 2 scattered site public housing units will be rehabilitated

### **B. Outcome: Affordability**

#### **Outcome Statements:**

- 43 housing units will be upgraded, including basic home repairs, energy efficiency measures, and ADA improvements, with of these being permanent supportive housing units for formerly homeless families.

## **III. Economic Opportunity**

### **A. Outcome: Availability/Accessibility**

#### **Outcome Statements:**

- 30 at-risk middle school children will receive weekly therapeutic group meetings.

### **C. Sustainability**

- 28 pre-school aged children and students enrolled in kindergarten to sixth grade will attend academic enrichment programs and skills development activities.

## Needs Assessment

As part of the Consolidated Plan, all jurisdictions are required to identify priority community needs. Montgomery County has a long history of community involvement in government and currently has a number of active boards, committees and commissions appointed to advise the County Executive and members of the Council in a variety of areas. Additionally, the County Executive and members of the County Council frequently hold community forums to hear from residents on topics of community concern and interest. In October, 2012, Montgomery County held a public hearing before the Community Development Advisory Committee to take testimony on community development needs specific to developing the Consolidated Plan. This hearing is just one of many opportunities provided for public input throughout the year.

In Montgomery County, priority needs are addressed through both the Capital and the Operating budgets. For Fiscal Year 2014, the capital budget identifies priority projects in the areas of education, transportation, economic development, infrastructure renovation/maintenance and public safety. The County has maintained its sustained commitment to affordable housing over the years. The Executive's recommended FY14 Budget includes nearly \$26 million for affordable housing, providing for the renovation of distressed housing, the acquisition and preservation of affordable housing units, the creation of housing units for special needs residents, and creation of mixed-income housing. Within this allocation is \$4.5 million for senior housing.

The recommended FY14 Capital Budget, the recommended amended FY14-19 Capital Improvements Program (CIP), the recommended FY14 Operating Budget, and the recommended FY14-19 Public Service Program are incorporated herein by reference as a comprehensive presentation of needs and the County's priorities in addressing these needs. These documents can be found on the Office of Management and Budget website: <http://www.montgomerycountymd.gov/omb>

### ***Affordable Housing Without Supportive Services***

Overall, a significantly high number of Montgomery County residents are burdened by disproportionately high housing costs. There continues to be a priority need for all types of affordable and accessible housing.

Affordability is defined as a rent level equal to or less than 30 percent of household income or a housing purchase price no more than 2.5 times household income. According to the Montgomery County Planning Department, in 2009, the county had a shortage of 43,000 units that were affordable for households earning less than \$90,000 a year, however, the shortage of units approaches 50,000 when household size is taken into account.

The rate of poverty in Montgomery County increased from 5.1 percent in 2007 to 6.7 percent in 2011, down from 2010's two-decade peak rate of 7.5%. Between 2009 and 2010, the number of residents in poverty increased by 11.8 percent, adding over 7,600 people. The increase of Montgomery County residents in poverty since the recession accounts for 24.1 percent of the state's increase.

When adjusted to 2010 dollars, households lost income since 1999. Non-family, Black, renter-occupied, Hispanic, and family households all lost income since 1999. Asian, Non-Hispanic Whites, and owner-occupied households made gains since 1999.

Table 10: Net Change in Median Income

<b>NET CHANGE IN MEDIAN HOUSEHOLD INCOME BY TENURE, RACE, AND ETHNICITY (in 2010 dollars)</b>				
Montgomery County, MD	2010	1999 <sup>1</sup>	Net Change	% change
All households	\$89,155	\$93,627	-\$4,472	-4.8%
Non-Family	\$54,477	\$61,979	-\$7,502	-12.1%
Black <sup>2</sup>	\$60,063	\$66,953	-\$6,890	-10.3%
Renter-occupied	\$53,369	\$58,867	-\$5,498	-9.3%
Hispanic	\$65,314	\$68,099	-\$2,785	-4.1%
Family	\$108,828	\$109,963	-\$1,135	-1.0%
Owner-occupied	\$115,709	\$114,694	\$1,015	0.9%
Non-Hispanic White	\$109,694	\$106,674	\$3,020	2.8%
Asian <sup>2</sup>	\$98,325	\$91,255	\$7,070	7.7%

<sup>1</sup> 1999 income reported in 2010 constant dollars adjusting for inflation.

<sup>2</sup> Category includes those of Hispanic origin who may be of any race.

Sources: U.S. Census Bureau's Decennial Census 2000 and American Community Survey (ACS) 2010 1-Year, and Montgomery County Planning Department.

### ***Other Special Needs***

Non-Homeless persons with alcohol or other addictions, severe mental illness, AIDS or related diseases or who are physically or developmentally disabled or victims of domestic violence have need for supportive housing and services. Without support and services these non-homeless persons are at risk of becoming homeless.

In addition to the persons mentioned above, there are several different groups within the County who need special attention due to their inability to compete with the general population for adequate health care, employment training and affordable child care.

One such group is the under-employed/low income. This group is unable to obtain adequate health care and affordable child care because of their low wages and excessively high medical and daycare expenses. Another identifiable group is the elderly. As the County's population gradually ages, the number and needs of this group continues to increase. Their primary needs are medical care,

housing and transportation. The needs of the frail elderly continue to be a high priority. Supportive housing needs of the frail elderly include 24-hour supervision, provision of all meals, housekeeping service and assistance with personal care (feeding, bathing, dressing, grooming). According to the Area Agency on Aging, more group homes that provide these services are needed so that assisted group housing is available to low and moderate income elderly.

The children and youth in the County need more direct services in the form of daycare, tutoring and protection from abuse and neglect. National percentages indicate that two-thirds of all mothers of children ages 6-17 work outside the home. These statistics emphasize the need for more recreational and after school activities.

### ***Affordable Housing With Supportive Services***

In addition to the need for affordable housing for low-income county residents not in need of supportive services, there is the added need for housing that is affordable and accessible that meets the supportive services needs of persons with physical or developmental disabilities, those who are elderly, those who are victims of abuse, and those with chronic mental illness or addictions. Funding to nonprofit organizations to purchase properties for use as group homes is one way to assist in meeting this need.

### ***Shelter and Services for the Homeless***

For the homeless or those pending possible eviction and facing homelessness, housing choices are not only limited by affordability considerations but also by the need for supportive services. A point-in-time survey was conducted in January 2013 showing a homeless population count of 1007. This is a 2.5% increase from the 2012 count of 982, but an 11% decrease from the 2011 count which was 1,1132. The slight increase can be attributed to the continued lack of affordable housing, challenges with the economy and employment, and for many of the county homeless multiple barriers such as poor credit, landlord debt, criminal justice involvement, and untreated behavioral health disorders. There was a decrease in the number of homeless persons in families 369 in 2013 from 381 in 2012. This enumeration indicated a 7.1 decrease in the overall total number of households with children. However, this number is not an accurate reflection of the true picture for homeless families in the County. The conversion of transitional units to permanent supportive units increased permanent housing, but reduced the movement in the CoC increasing the length of stay in emergency shelters. In addition, the continuum has noted an increase in youth family households, where the head of household is between the ages of 18 – 26 that not only are affected by the same factors listed, but also present with limited education and employment skills

Issues related to the special needs of the homeless recuperating after hospital discharge or those in need of health services like dental and vision care or with illnesses such as tuberculosis or HIV/AIDS have also been identified as priorities. Public services that support families, especially those benefiting children and youth and those addressing needs of the ethnically and linguistically diverse immigrants to the county, are identified as priorities, as are services for the elderly.

Montgomery County has adopted a “Housing First” approach, which includes three main outcomes: prevention of homelessness, reduction in the length of time of homelessness, and decreased

recidivism. The Partnership for Permanent Housing (PPH) (<http://www.mcch.net/programs/pph.html>) is an implementation tool for the Housing First approach. It reduces the amount of time families and individuals spend in homelessness by combining the case management component of transitional housing programs with quicker access to permanent housing. You can find more information on Housing First from the Montgomery County Department of Health and Human Services - <http://www.montgomerycountymd.gov/hhs>. The need for year-round shelter and safe havens for those single homeless persons who are unwilling or are unable to assume the responsibilities inherent in participation in the county's system of social services continues to be a priority.

Table 11: Homeless Subpopulations (2013)

Subpopulation Type	Individual Adults	Adults in Families	Children in Families	TOTAL
Chronic Substance Abuser (CSA)	140	6	N/A	146
Severe Mental Illness (SMI)	166	8	N/A	174
Dually Diagnosed (CSA & SMI)	130	4	N/A	134
Chronic Health Problem	169	15	N/A	184
Living With HIV/AIDS	2	0	N/A	2
Physical Disability	90	8	N/A	98
Domestic Violence Victim	26	29	45	100*
Limited English (new)	91	13	N/A	104
U.S. Veterans	30	1	N/A	31
*Current episode of homelessness as a result of DV				

The county is committed to serving homeless persons through the programs/information listed below. Homeless households should also look into other housing programs, for which they may qualify, including Public Housing and the Housing Choice Voucher program.

[Montgomery County Department of Health and Human Services Special Needs Housing Programs](#)

**County Rental Assistance Program (RAP)** provides limited monthly assistance with rent to low income seniors, individuals with disabilities and families.

**Handicapped Rental Assistance Program (HRAP)** provides monthly financial assistance to individuals that reside in a group home licensed either by the State of Maryland or Montgomery County who have a mental illness which constitutes a disabling condition.

**Supportive Housing Rental Assistance Program (SHRAP).** Permanent supportive housing that provides a monthly housing subsidy and service coordination to very low income special needs renter households (both single adults and families with children).

**Homeless Families with Children:** Assessments for homeless families with children are completed in each of the regional offices. This unit coordinates the wait list for family shelter placement, completes the referrals when the family is placed, monitors the contract providers.

**Homeless Adults without Children:** Initial assessments are conducted at the Crisis Center, located on the first floor at 1301 Piccard Drive in Rockville. Case management services are provided to the residents through department staff and a network of contract providers.

**Homeless Adult Services:** This program coordinates the delivery of emergency and transitional shelter services for the homeless. The program also coordinates service providers and serves as liaison to community organizations and neighborhood groups on homeless issues.

### **Housing Opportunities Commission Programs**

**Supportive Housing:** The Supportive Housing Program provides permanent subsidized housing to 165 formally homeless families and individuals with disabilities. The head of household must be disabled in order to qualify. These programs provide case management and extensive services funded by HUD and Montgomery County.

**Shelter Plus Care (SPC):** Provides permanent subsidized housing, case management, and other services to homeless adults with severe and persistent mental illness.

**State Rental Allowance Program (RAP):** Provides temporary rental assistance to individuals that are homeless or are experiencing a critical or emergency situation.

**Transitional Housing** (see Supportive Housing above): Provides temporary or permanent rental assistance and supportive services to homeless individuals or families.

**Veterans Affairs Supportive Housing:** Provides rental assistance to homeless veterans with severe psychiatric or substance abuse disorders.

**Housing Counseling Program:** Assists low-income families or singles who are homeless or in imminent danger of becoming homeless to locate, secure, and maintain permanent housing.

Anyone who is facing a housing crisis or is homeless can contact Montgomery County at (phone) 311 to find out what services may be available for them (The Housing Opportunities Commission does NOT provide emergency housing). Additional resources:

Montgomery County Department of Health & Human Services	Telephone
Families during normal work hours should call:	(240) 777-4550, Rockville  (240) 777-3075, Silver Spring

	(240) 777-4448, Germantown
Families outside of normal work hours (24 hour service) should call:	(240) 777-4000, Rockville Crisis Center (240) 777-4815, TTY
Single persons should call (24 hour service):	(240) 777-4000, Rockville Crisis Center (240) 777-4815, TTY
For help resolving a dispute with your landlord. Department of Housing and Community Affairs	(240) 777-3609 or 311

### ***Affirmatively Furthering Fair Housing***

Actions to affirmatively further housing choices for all County residents are coordinated through the County's Human Rights Commission (HRC) and spearheaded by the Interagency Fair Housing Coordinating Group's (IFHCG) Fair Housing Advocacy Committee (FHAC), an entity with both public and private sector representation. The FY2012 Update to the County's Analysis of Impediments to Fair Housing Choice (AI) can be found in Appendix B of this document. Additional information on Fair Housing can be found at the following County websites:

<http://www.montgomerycountymd.gov/content/humanrights/fairhousing.asp>,  
[http://www.montgomerycountymd.gov/content/dhca/community/Fair\\_Housing/home.asp](http://www.montgomerycountymd.gov/content/dhca/community/Fair_Housing/home.asp).

Montgomery County, acting primarily through the Fair Housing Program of the Office of Human Rights, will continue to work to address impediments to fair housing with a far-reaching program of outreach and monitoring activities. Educational activities include training for landlords, real estate professionals, property managers, lenders, and other housing professionals, as well as information to and training for the general public. A 10th grade fair housing curriculum has been developed and incorporated into all 10th grade social studies classrooms in each of the 23 Montgomery County high schools. A similar set of lessons is being developed for the elementary school curriculum. Each spring, a fair housing Poster Contest is conducted in selected elementary school classrooms throughout the County.

The Office of Human Rights has developed a comprehensive program of testing for discrimination in the rental or sale of housing, home mortgage financing and compliance with architectural guidelines. Enforcement actions are taken as warranted by the Office of Human Rights' Compliance Section.

As part of determining the level of discrimination in the County, the Office of Human Rights periodically conducts studies. Studies include, for example, an evaluation of the practices of mortgage lenders in the County, and the frequency and patterns of FHA foreclosures.

## ***Fostering and Maintaining Affordable Housing***

The Moderately Priced Dwelling Unit Program (MPDU), the County's nationally known housing program, continues to ensure that all developments of 20 units or more will contain affordable units. Efforts using HOME funds have emphasized approving projects that serve the lowest income groups possible.

Concerted efforts are made year-round through the code enforcement section to ensure that the existing housing stock is maintained to acceptable levels. DHCA's division of Landlord/Tenant Affairs licenses rental units and the Office of Consumer Protection's Commission on Common Ownership Communities provides dispute mediation. DHCA has published a landlord/tenant handbook which spells out rights and responsibilities and has sponsored neighborhood clean ups. This is a comprehensive effort which is necessary to preserve our affordable housing supply.

## ***Affordable Rents***

HUD regulations require that the County must adopt and make public its standard for determining affordable rents if it anticipates assisting rental housing with CDBG funds. Affordability is defined by the County as a rent level equal to or less than 30 percent of household income or a housing purchase price no more than 2.5 times household income.

The County may in some years provide CDBG funding for Public Housing Modernization. This support of multi-family housing has created a partnership with the Housing Opportunities Commission (HOC), the County's Public Housing Authority.

As noted on its website and printed material HOC rents townhouses, condominiums and single family homes at reduced rates to people with low and moderate incomes. Located in dozens of neighborhoods throughout the County, all of the units have been built since 1986.

HOC's affordable housing programs offer below-market rents and others which base their rent on 30% of the household income. Included are:

### **In-House Section 8**

Project-based units in which the subsidy is applied to the unit and is not transferable.

### **Section 236**

Rent is based on 30% of income or a base-rent.

### **Privately-Owned Developments**

Below market rents for households with modest income.

### **Section 8/Mod Rehab**

Provides units for very-low income households, but also moderate market rate units.

### **Opportunity Housing**

Rents are moderately priced; some below market rates.

### **Affordable Scattered Site Units**

HOC owns units throughout the County which are rented at below market rates.

### **For the Elderly/Disabled**

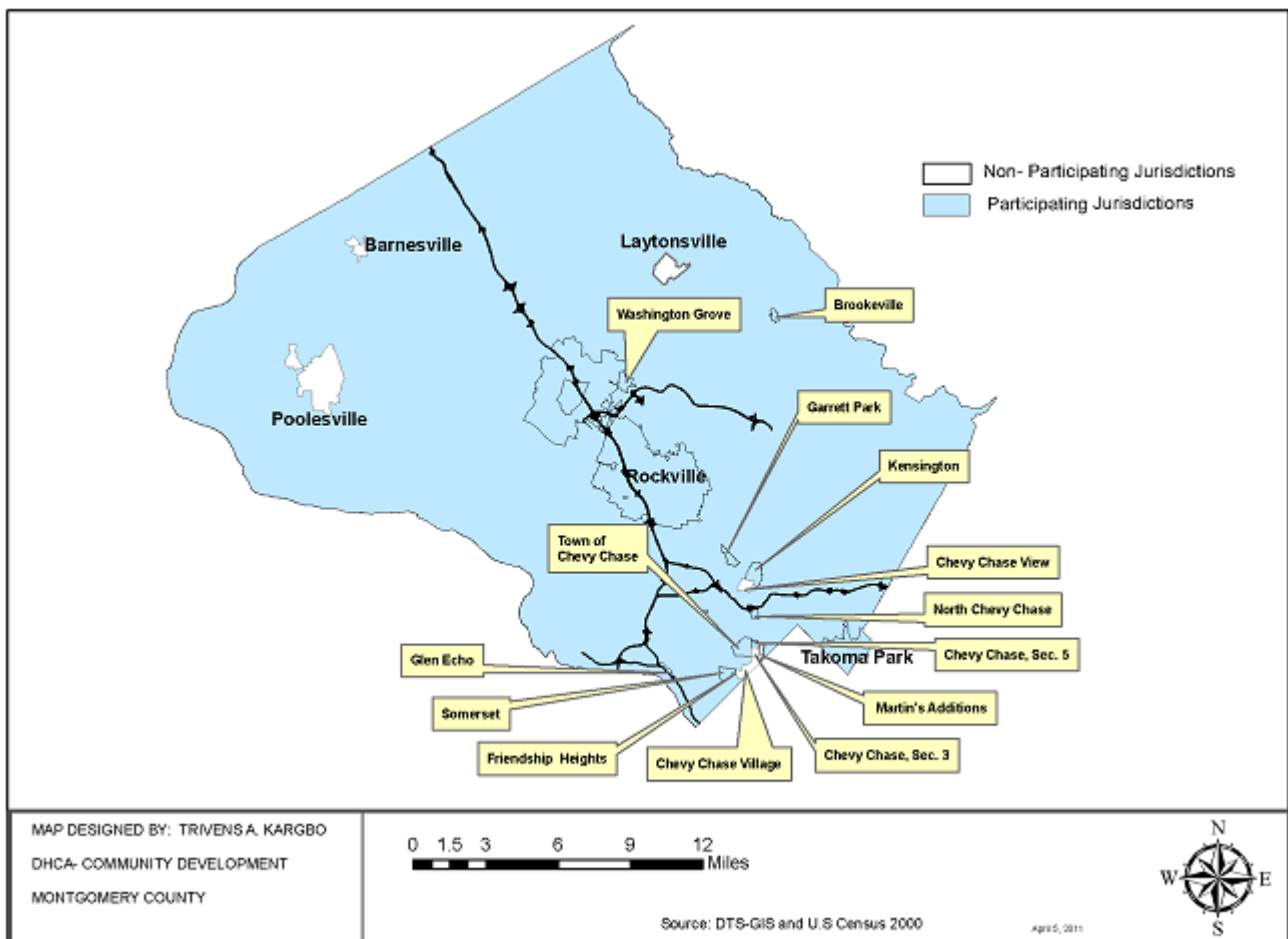
Specialized housing programs for the elderly or people with disabilities.

HOC must provide a certification with its Public Housing Plan that it is in conformance with the County's Consolidated Plan. This underscores the HOC commitment to affordable rents.

### ***Geographic Distribution***

Figure 13 below shows the current participating and non-participating jurisdictions. County CDBG funds can not be spent in the non-participating jurisdictions of Town of Barnesville, Village of Chevy Chase (Sec. 3), Chevy Chase View, Chevy Chase Village, Town of Laytonsville, Town of Poolesville, and the Village of Martin's Additions. Cooperation agreements are executed with participating jurisdictions every three years and were last renewed for County fiscal years 2012-14, covering the period July 1, 2011 through June 30, 2014. A separate section of this report (Housing and Market Analysis) details areas of minority concentration. Residents throughout the County are eligible based on need. There are no target areas in the County.

Figure 13: Participating Jurisdictions



## ***Housing Opportunities for Persons with AIDS (HOPWA)***

“Annual funding from the Department of Housing and Urban Development's Housing Opportunities for Persons with AIDS (HOPWA) is provided to the State of Maryland for the service area to include Caroline, Dorchester, Kent, Somerset, Talbot, Wicomico and Worcester counties on the Eastern Shore; Allegany, Garrett, and Washington counties in Western Maryland; Montgomery and Frederick counties in Central Maryland, and Charles County in Southern Maryland. The project funds tenant-based rental assistance for person living with HIV/AIDS whose income is at or below 80% of the mean income in their county of residence. The services include a housing care plan to assist individuals in obtaining permanent stable housing.” This section is taken from the report of the Department of Mental Health and Hygiene, accessed on this page on March 26, 2013:

<http://grants.maryland.gov/Pages/AnnualReport.aspx>.

As addressed in Section 210(c) of the FY2009 Appropriations Act, HUD has the authority to honor an agreement between the city that is initially designated to be a formula grant recipient and their state giving the state the right to assume the grant responsibility for the initially designated grant recipient. The City of Frederick is the grantee for the Bethesda-Frederick-Gaithersburg, MD Metropolitan Division (part of the Washington-Arlington-Alexandria, DC-VA-MD-WV Metropolitan Statistical Area) that consists of Montgomery County and Frederick County. The City has reassigned the award to the State of Maryland. The Housing Authority of the City of Frederick and the Department of Health and Human Services in Montgomery County remain the program sponsors for Frederick and Montgomery County, respectively.

Maryland's Department of Housing and Community Development (DHCD) works with the AIDS Administration in the Maryland Department of Health and Mental Hygiene (DHMH) in carrying out the functions of the program. DHCD provides the housing component through rental assistance payments, while the AIDS Administration provides supportive services. The AIDS Administration contracts with the Montgomery County Department of Health and Human Services (DHHS) to provide long-term rental assistance. In addition, low-income Montgomery County residents with HIV/AIDS who receive HOPWA assistance receive case management services through DHHS. These individuals are linked with local providers who support their social service needs, which may include medical care, addiction services/treatment, referrals for counseling, emergency financial assistance, home health care aide services, and assistance with rent, moving, utility, and other expenses. Non-homeless persons with special needs, such as those with mental illness, substance abuse problems, or developmental disabilities also receive assistance from the AIDS Administration.

## Section 2 – HUD Tables

U.S. Department of Housing  
and Urban Development

OMB Approval No. 2506-0117  
(Exp. 8/31/2014)

**Table 1A**  
**Homeless and Special Needs Populations**

### Continuum of Care: Housing Gap Analysis Chart

		Current Inventory	Under Development	Unmet Need/ Gap
<b>Individuals</b>				
<b>Example</b>	<b>Emergency Shelter</b>	<b>100</b>	<b>40</b>	<b>26</b>
<b>Beds</b>	Emergency Shelter	128	0	0
	Transitional Housing (includes Safe Havens housing (4))	170	0	0
	Persons housed in Permanent Supportive Housing	636	NA	NA
	Total	934	NA	0
<b>Persons in Families with Children</b>				
<b>Beds</b>	Emergency Shelter (includes overflow motels)	369	0	0
	Transitional Housing	160	0	0
	Permanent Supportive Housing	1,059	NA	NA
	Total	1588	NA	0

### Continuum of Care: Homeless Population and Subpopulations Chart

Part 1: Homeless Population	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Number of Families with Children (Family Households):	66	51	0	117
1. Number of Persons in Families with Children	209	160	0	369
2. Number of Single Individuals and Persons in Households without children	337	158	143	638
<b>(Add Lines Numbered 1 &amp; 2 Total Persons)</b>	546	318	143	1007
Part 2: Homeless Subpopulations	Sheltered		Unsheltered	Total
a. Chronically Homeless*	161		67	222
b. Seriously Mentally Ill	174			
c. Chronic Substance Abuse	146			
d. Veterans	31			
e. Persons with HIV/AIDS	2			
f. Victims of Domestic Violence	100			
g. Unaccompanied Youth (Under 18)	0			

\* includes 1 chronically homeless family with 6 people

**Table 1B**  
**Special Needs (Non-Homeless) Populations**

<b>SPECIAL NEEDS SUBPOPULATIONS</b>	<b>Priority Need Level High, Medium, Low, No Such Need</b>	<b>Unmet Need</b>	<b>Dollars to Address Unmet Need</b>	<b>Multi- Year Goals</b>	<b>Annual Goals</b>
Elderly	H	900	4,500,000	1,000	200
Frail Elderly	H	350	1,750,000	500	100
Severe Mental Illness	H	135	675,000	135	45
Developmentally Disabled	H	1390	6,950,000	2,500	500
Physically Disabled	M	unknown	N/A	N/A	N/A
Persons w/ Alcohol/Other Drug Addictions	H	unknown	N/A	N/A	N/A
Persons w/HIV/AIDS	M	unknown	N/A	N/A	N/A
Victims of Domestic Violence	H	unknown	N/A	N/A	N/A
Other	H	unknown	N/A	N/A	N/A
<b>TOTAL</b>		2,775	13,875,000	4,135	845

**Transition Table 1C/2C/3A**  
**Summary of Specific Housing/Community Development Objectives**

<b>Obj #</b>	<b>Specific Objectives</b>	<b>Sources of Funds</b>	<b>Performance Indicators</b>	<b>Expected Number</b>
<b>Rental Housing</b>				
DH-1, DH-2	Loans for housing rehabilitation to enable owners of multi-family properties occupied by low- and moderate-income tenants to eliminate code violations and make other necessary improvements, including accessibility and energy conservation improvements.	CDBG	Housing Units	30
DH-1/DH-2/SL-1/SL-2	Acquisition, construction, or renovation of rental housing for persons with low-incomes.	Home	Housing units	40
SL-1	Comprehensive programs of Rapid Re-Housing and Homelessness Prevention will assist homeless households locate, obtain and retain affordable, permanent housing.	ESG	People	42
<b>Owner Housing</b>				
DH-1/DH-2/SL-1/SL-2	Loans for housing rehabilitation to enable low and moderate income owners of single-family homes to eliminate code violations and make other necessary improvements, including accessibility and energy conservation improvements	CDBG	Housing Units	6
DH-1/DH-2	Provide loans to assist non-profits in acquiring and preserving housing affordable to low- and moderate-income residents.	CDBG	Housing Units	60
<b>Community Development</b>				
EO-1/EO-3	Activities to affirmatively further fair housing choice and CHDO Operating support	HOME	People	100
<b>Infrastructure</b>				
SL-1/SL-3	Conduct preliminary planning and design studies for a variety of projects in eligible areas of the County for possible inclusion in a future capital budget	CDBG	People	NA
SL-1	Provide pedestrian links in the commercial areas located along the eastern edge of Silver Spring	CDBG	People	2,375
<b>Public Facilities</b>				
SL-1/DH-1	Funds will be used to operate shelters serving the homeless in Montgomery County	ESG	People	150
<b>Public Services</b>				
SL-1, SL-3, EO-1, EO-3	Academic enrichment activities, immigration legal assistance, financial literacy classes, medical care to uninsured, wellness case management services, therapeutic group meetings for youth, mutual support group meetings,	CDBG/ESG	People	3,216

<b>Economic Development</b>				
SL-1, SL-3, EO-1, EO-3	Underemployed and unemployed residents will receive culturally and linguistically appropriate job training (food production) and linkage of micro-entrepreneurs with existing resources and local food mentors	CDBG	People	80
SL-1/EO-1	Train ten individuals with development or cognitive disabilities in Sunflower Bakery's inclusive on-the-job training program.	CDBG	People	10
<b>Neighborhood Revitalization/Other</b>				
SL-1/SL-3	Focused neighborhood assistance to comprehensively address community needs for neighborhood preservation and enhancement.	CDBG	People	3,400
<b>Homeless Objectives</b>				
SL-1	Individuals who are homeless or at risk of homelessness will benefit from services ranging from shelter services, to meals, eviction prevention services and comprehensive programs of Rapid Re-housing and Homelessness Prevention	CDBG/ESG	People	2,103
<b>Special Needs Objectives</b>				
SL-1/EO-1	Train ten individuals with development or cognitive disabilities in Sunflower Bakery's inclusive on-the-job training program.	CDBG	People	10
DH-1/DH-2	Provide loans to nonprofit organizations for the purchase and/or rehabilitation of properties for use as group homes.	CDBG	Housing Units	20

**\*Outcome/Objective Codes**

	<b>Availability/Accessibility</b>	<b>Affordability</b>	<b>Sustainability</b>
<b>Decent Housing</b>	DH-1	DH-2	DH-3
<b>Suitable Living Environment</b>	SL-1	SL-2	SL-3
<b>Economic Opportunity</b>	EO-1	EO-2	EO-3

**Table 2A**  
**Priority Housing Needs/Investment Plan Table**

<b>PRIORITY HOUSING NEEDS (households)</b>		<b>Priority*</b>		<b>Unmet Need</b>
<b>Renter</b>	Small Related	0-30%	H	5714
		31-50%	M	6408
		51-80%	L	5984
	Large Related	0-30%	H	1438
		31-50%	M	1911
		51-80%	L	1724
	Elderly	0-30%	H	4570
		31-50%	M	2380
		51-80%	L	1678
	All Other	0-30%	H	4704
		31-50%	M	3721
		51-80%	L	6031
<b>Owner</b>	Small Related	0-30%	H	2948
		31-50%	M	4849
		51-80%	L	5797
	Large Related	0-30%	H	742
		31-50%	M	1446
		51-80%	L	1670
	Elderly	0-30%	H	2358
		31-50%	M	1801
		51-80%	L	1626
	All Other	0-30%	H	2427
		31-50%	M	2816
		51-80%	L	5843
<b>Non-Homeless Special Needs</b>	Elderly	0-80%	H	N/A
	Frail Elderly	0-80%	H	N/A
	Severe Mental Illness	0-80%	H	N/A
	Physical Disability	0-80%	H	N/A
	Developmental Disability	0-80%	H	N/A
	Alcohol/Drug Abuse	0-80%	H	N/A
	HIV/AIDS	0-80%	H	100
	Victims of Domestic Violence	0-80%	H	N/A

Note: needs exist across the income spectrum, but the needs of those with the lowest incomes are the greatest.

**Table 2B**  
**Priority Community Development Needs**

Priority Need	Priority Need Level	Dollars to Address Need
Acquisition of Real Property	M	Unknown
Disposition	L	Unknown
Clearance and Demolition	L	Unknown
Clearance of Contaminated Sites	L	Unknown
Code Enforcement	H	1,000,000
Public Facility (General)		
Senior Centers	M	10,000,000
Handicapped Centers	N/A	10,000,000
Homeless Facilities	H	5,000,000
Youth Centers	H	2,000,000
Neighborhood Facilities	M	
Child Care Centers	M	2,000,000
Health Facilities	H	10,000,000
Mental Health Facilities	H	
Parks and/or Recreation Facilities	H	5,000,000
Parking Facilities	M	10,000,000
Tree Planting	H	
Fire Stations/Equipment	H	
Abused/Neglected Children Facilities		
Asbestos Removal		
Non-Residential Historic Preservation	L	1,000,000
Other Public Facility Needs	L	1,000,000
Infrastructure (General)		
Water/Sewer Improvements	H	10,000,000
Street Improvements	H	10,000,000
Sidewalks	H	5,000,000
Solid Waste Disposal Improvements	M	2,000,000
Flood Drainage Improvements	H	1,000,000
Other Infrastructure		
Public Services (General)		
Senior Services	H	5,000,000
Handicapped Services	H	5,000,000
Legal Services	H	
Youth Services	H	2,000,000
Child Care Services	H	2,000,000
Transportation Services	H	5,000,000
Substance Abuse Services	H	2,000,000
Employment/Training Services	H	5,000,000
Health Services	H	5,000,000
Lead Hazard Screening	H	750,000
Crime Awareness	H	750,000
Fair Housing Activities	H	
Tenant Landlord Counseling	H	
Other Services	M	750,000
Economic Development (General)		
C/I Land Acquisition/Disposition	H	
C/I Infrastructure Development	M	500,000
C/I Building Acq/Const/Rehab	M	1,000,000
Other C/I	M	300,000
ED Assistance to For-Profit	M	500,000
ED Technical Assistance	M	250,000
Micro-enterprise Assistance	L	200,000
Other		

**Table 3B**  
**ANNUAL AFFORDABLE HOUSING COMPLETION GOALS**

Grantee Name: Program Year:	Expected Annual Number of Units To Be Completed	Resources used during the period			
		CDBG	HOME	ESG	HOPWA
<b>BENEFICIARY GOALS (Sec. 215 Only)</b>					
Homeless households	30	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Non-homeless households	293	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special needs households	14	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Total Sec. 215 Beneficiaries*</b>	337	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>RENTAL GOALS (Sec. 215 Only)</b>					
Acquisition of existing units	36	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Production of new units	18	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Rehabilitation of existing units	143	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Rental Assistance	30	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
<b>Total Sec. 215 Affordable Rental</b>	227	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>HOME OWNER GOALS (Sec. 215 Only)</b>					
Acquisition of existing units	69	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Production of new units	0	<input type="checkbox"/>	<input type="checkbox"/>		
Rehabilitation of existing units	45	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Homebuyer Assistance	0	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
<b>Total Sec. 215 Affordable Owner</b>	114	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>COMBINED RENTAL AND OWNER GOALS (Sec. 215 Only)</b>					
Acquisition of existing units	105	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Production of new units	18	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Rehabilitation of existing units	188	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rental Assistance	30	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Homebuyer Assistance	0	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
<b>Combined Total Sec. 215 Goals*</b>	341	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>OVERALL HOUSING GOALS (Sec. 215 + Other Affordable Housing)</b>					
Annual Rental Housing Goal	227	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Annual Owner Housing Goal	114	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Total Overall Housing Goal</b>	341	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

\* The total amounts for "Combined Total Sec. 215 Goals" and "Total Sec. 215 Beneficiary Goals" should be the same number.  
HUD - 7

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**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name :** Montgomery County

---

**Priority Need**  
Public Service

---

**Project**  
Asian Pacific American Legal Resource Center

---

**Activity :** Immigration Legal Assistance

---

**Description**  
Provide immigration legal assistance to low-income Asian immigrants who are (1) victims of domestic violence, crime or trafficking, (2) undocumented youth eligible for Deferred Action for Childhood Arrivals, (3) elderly seeking family unification and citizenship

**Objective category:** ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area:** Countywide

Specific Objective Number SL-1	Task/Project Number
HUD Matrix Code 05	CDBG Citation 570.201(e)
Type of Recipient Sub- Recipient	CDBG National Objective LMC
Start Date 7-1-13	Completion Date 6-30-14
Performance Indicator people	Annual Units 50
Local ID	Units Upon Completion 50

**Funding Sources:**

CDBG	\$40,655
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$40,655

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

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**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name :** Montgomery County

---

**Priority Need**  
Public Service

---

**Project**  
Bethesda Cares, Inc

---

**Activity :** Eviction Prevention Program

---

**Description**  
Provide small grants to rental agents or utility companies on behalf of identified families in Montgomery County who are seriously behind in their payments and eviction/utility shut-off is about to occur.

**Objective category:** ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area:** Countywide

Specific Objective Number SL-1	Task/Project Number
HUD Matrix Code 05	CDBG Citation 570.201(e)
Type of Recipient Sub- Recipient	CDBG National Objective LMC
Start Date 7-1-13	Completion Date 6-30-14
Performance Indicator people	Annual Units 700
Local ID	Units Upon Completion 700

**Funding Sources:**

CDBG	\$28,392
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$28,392

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

---

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name :** Montgomery County

---

**Priority Need**  
Public Service

---

**Project**  
Board of Trustees for the Rockville Presbyterian

---

**Activity :** Rainbow Place

---

**Description**  
Provide salary support for critical positions for Rainbow Place, a winter emergency shelter for homeless women.

**Objective category:** ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area:** Countywide

Specific Objective Number SL-1	Task/Project Number
HUD Matrix Code 05	CDBG Citation 570.201(e)
Type of Recipient Sub- Recipient	CDBG National Objective LMC
Start Date 7-1-13	Completion Date 6-30-14
Performance Indicator people	Annual Units 86
Local ID	Units Upon Completion 86

**Funding Sources:**

CDBG	\$24,229
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$24,229

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

---

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name :** Montgomery County

---

**Priority Need**

Planning and Adminsitration

---

**Project**

CDBG Administration

---

**Activity :** Administration

---

**Description**

This will fund DHCA's staff in planning, administration and monitoring of the CDBG program, including preparation of the Consolidated Plan, staff support for a citizens' advisory committee, environmental reviews, preparation of contracts, payment processing and auditing, federal reporting and loan servicing

**Objective category:** ☐ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☐ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area:** Countywide

Specific Objective Number	Project ID BG12001
HUD Matrix Code 21A	CDBG Citation 570.206
Type of Recipient Local Government	CDBG National Objective
Start Date 7-1-13	Completion Date 6-30-14
Performance Indicator	Annual Units
Local ID	Units Upon Completion

**Funding Sources:**

CDBG	\$786,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$786,000

---

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

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**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name :** Montgomery County

---

**Priority Need**

Public Improvements

---

**Project**

Code Enforcement

---

**Activity :** Code Enforcement

---

**Description**

Funds will be used to partially cover costs incurred for code enforcement efforts in low-and moderate income areas in conjunction with other public or private improvements and services

**Objective category:** ☒ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☒ Sustainability

**Location/Target Area:** Countywide

Specific Objective Number SL-1/DH-1/DH-3	Task/Project Number BG8037
HUD Matrix Code 15	CDBG Citation 570.202©
Type of Recipient Local Government	CDBG National Objective LMA
Start Date 7-1-12	Completion Date 6-30-13
Performance Indicator Housing units	Annual Units 200
Local ID	Units Upon Completion 200

**Funding Sources:**

CDBG	\$225,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$225,000

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

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**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name :** Montgomery County

---

**Priority Need**

Affordable Housing

---

**Project**

Housing Acquisition and Preservation

---

**Activity :** Housing Acquisition and Preservation

---

**Description**

Funds will be used for affordable housing activities. Eligible activities include loans to assist in the purchase of existing properties for use as housing affordable to low- and moderate-income residents and funds for housing rehabilitation to enable low and moderate income owners of single-family homes and owners of multi-family properties occupied by low- and moderate-income tenants to eliminate code violations and make other necessary improvements, including accessibility and energy conservation improvements

**Objective category:** ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☒ Availability/Accessibility ☒ Affordability ☐ Sustainability

**Location/Target Area:** Countywide

Specific Objective Number DH-1/DH-2	Task/Project Number BG8008
HUD Matrix Code 14A	CDBG Citation 570.202
Type of Recipient Local Government	CDBG National Objective LMH
Start Date 7-1-13	Completion Date 6-30-14
Performance Indicator Housing Units	Annual Units 114
Local ID	Units Upon Completion 114

**Funding Sources:**

CDBG	\$1,103,205
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$1,103,205

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☒ Persons with Disabilities ☒ Public Housing Needs

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**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name :** Montgomery County

---

**Priority Need**  
Public Service

---

**Project**  
Community Ministries of Rockville, Inc

---

**Activity :** Manfield Kaseman Health Clinic

---

**Description**  
Provide for a part time (20 hours per week) Nurse who will be responsible for managing the Quality Improvement and Quality Assurance Program of the Kaseman Health Clinic and help the Clinic prepare Health Care Reform.

**Objective category:** ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area:** Countywide

Specific Objective Number SL-1	Task/Project Number
HUD Matrix Code 05M	CDBG Citation 570.201(e)
Type of Recipient Sub- Recipient	CDBG National Objective LMC
Start Date 7-1-13	Completion Date 6-30-14
Performance Indicator people	Annual Units 2,500
Local ID	Units Upon Completion 2,500

**Funding Sources:**

CDBG	\$42,447
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$42,447

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

---

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name :** Montgomery County

---

**Priority Need**  
Contingency

---

**Project**  
Contingency (Capital)

---

**Activity :** Contingency (Capital)

---

**Description**  
The fund will be used to cover an unanticipated design and construction related cost

**Objective category:** ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☒ Sustainability

**Location/Target Area:** Countywide

Specific Objective Number SL-1/SL-3	Task/Project Number 0769820
HUD Matrix Code 22	CDBG Citation
Type of Recipient Local Government	CDBG National Objective N/A
Start Date 7-1-13	Completion Date 6-30-14
Performance Indicator People	Annual Units N/A
Local ID	Units Upon Completion N/A

**Funding Sources:**

CDBG	\$200,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$200,000

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

---

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name :** Montgomery County

---

**Priority Need**  
Public Service

---

**Project**  
Crossroads Community Food Network, Inc. – Microenterprise Development in the Local Food Network

---

**Activity :** Smart Choices with Emotions Program

---

**Description**  
Provide culturally and linguistically appropriate job training (food production) and linkage of micro-entrepreneurs with existing resources and local food mentors.

**Objective category:** ☒ Suitable Living Environment ☐ Decent Housing ☒ Economic Opportunity  
**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☒ Sustainability

**Location/Target Area:** Takoma Park

Specific Objective Number SL-1/SL-3/EO-1/EO-3	Task/Project Number BG4307
HUD Matrix Code 05D	CDBG Citation 570.201(e)
Type of Recipient Sub- Recipient	CDBG National Objective LMC
Start Date 7-1-13	Completion Date 6-30-14
Performance Indicator People	Annual Units 80
Local ID	Units Upon Completion 80

**Funding Sources:**

CDBG	\$7,734
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$7,734

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

---

### Table 3C Consolidated Plan Listing of Projects

**Jurisdiction's Name :** Montgomery County

**Priority Need**

Public improvements

**Project**

Facility Planning

**Activity :** Facility Planning

**Description**

The fund will be used to conduct preliminary planning and design studies for a variety of projects dispersed throughout the County for possible inclusion in a future capital budget

**Objective category:** ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☒ Sustainability

**Location/Target Area:** Countywide

Specific Objective Number	Task/Project Number 0769375	<b>Funding Sources:</b> CDBG	\$50,000
SL-1/SL-3		ESG	
HUD Matrix Code 20	CDBG Citation 570-205	HOME	
Type of Recipient	CDBG National Objective	HOPWA	
Local Government	N/A	Total Formula	
Start Date 7-1-13	Completion Date 6-30-14	Prior Year Funds	
Performance Indicator People	Annual Units N/A	Assisted Housing	
Local ID	Units Upon Completion N/A	PHA	
		Other Funding	
		Total	\$50,000

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name :** Montgomery County

**Priority Need**

Public improvements

**Project**

Focused Neighborhood Assistance

**Activity :** Focused Neighborhood Assistance

**Description**

This project provides for focused neighborhood assistance in selected neighborhoods with a primary focus on residential areas. Project elements will comprehensively address community needs for neighborhood preservation and enhancement. Resources are currently focused in two neighborhoods – Cinnamon Woods in the Germantown area and the McKendree neighborhood of Montgomery Village.

**Objective category:** ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☒ Sustainability

**Location/Target Area:**

Cinnamon Woods neighborhood of Germantown; McKendree neighborhood of Montgomery Village

Specific Objective Number SL-1/SL-3	Task/Project Number 0761100
HUD Matrix Code 03	CDBG Citation 570-208(c)
Type of Recipient Local Government	CDBG National Objective LMA
Start Date 7-1-13	Completion Date 6-30-14
Performance Indicator People	Annual Units 3,400
Local ID	Units Upon Completion 3,400

**Funding Sources:**

CDBG	\$945,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$945,000

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

### Table 3C Consolidated Plan Listing of Projects

**Jurisdiction's Name :** Montgomery County

**Priority Need**  
Public Service

**Project**  
IMPACT Silver Spring, Inc.

**Activity :** Family Asset Building Network (FABNET)

**Description**

Funds will be use to continue to grow the Family Asset Building Network, which consist of “circles” of residents who come together to practice mutual support, exchange, and accountability in the pursuit of achieving self-identified life improvement goals; support program recruiting efforts via the Long Branch Athletic Association.

**Objective category:** ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area:** Countywide

Specific Objective Number SL-1	Task/Project Number
HUD Matrix Code 05	CDBG Citation 570.201(e)
Type of Recipient Sub- Recipient	CDBG National Objective LMC
Start Date 7-1-13	Completion Date 6-30-14
Performance Indicator people	Annual Units 140
Local ID	Units Upon Completion 140

**Funding Sources:**

CDBG	\$40,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$40,000

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

---

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name :** Montgomery County

---

**Priority Need**

Affordable Housing

---

**Project**

Interfaith Works, Inc.-

---

**Activity :** Single-family Rehabilitation

---

**Description**

The project will be used to provide home-improvement loans to income-eligible homeowners to correct code violations, make accessibility modifications and improve energy efficiency

**Objective category:** ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☒ Availability/Accessibility ☒ Affordability ☐ Sustainability

**Location/Target Area:** Rockville

Specific Objective Number DH-1/DH-2	Task/Project Number
HUD Matrix Code 14A	CDBG Citation 570.202
Type of Recipient Sub- Recipient	CDBG National Objective LMH
Start Date 7-1-13	Completion Date 6-30-14
Performance Indicator Housing Units	Annual Units 3
Local ID	Units Upon Completion 3

**Funding Sources:**

CDBG	\$26,790
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$26,790

---

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

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**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name :** Montgomery County

---

**Priority Need**  
Public Service

---

**Project**  
Interfaith Works, Inc..

---

**Activity :** Volunteer Coordinator - Meals for the Homeless

---

**Description**

Funds will be use to supports a new position that coordinates volunteers providing meals to homeless individuals

**Objective category:** ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity

**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area:** Countywide

Specific Objective Number SL-1	Task/Project Number
HUD Matrix Code 05	CDBG Citation 570.201(e)
Type of Recipient Sub- Recipient	CDBG National Objective LMC
Start Date 7-1-13	Completion Date 6-30-14
Performance Indicator people	Annual Units 1,125
Local ID	Units Upon Completion 1,125

**Funding Sources:**

CDBG	\$45,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$45,000

The primary purpose of the project is to help: ☒ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

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**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name :** Montgomery County

---

**Priority Need**  
Public Service

---

**Project**  
Montgomery County, MD. Delta Alumnae Foundation, Inc

---

**Activity :** Saturday Academy

---

**Description**  
Funds will be use to conduct a seven week learning experience for African-American eighth grade students in Science, Technology, Engineering and Mathematics (STEM) areas.

**Objective category:** ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area:** Countywide

Specific Objective Number SL-1	Task/Project Number
HUD Matrix Code 05D	CDBG Citation 570.201(e)
Type of Recipient Sub- Recipient	CDBG National Objective LMC
Start Date 7-1-13	Completion Date 6-30-14
Performance Indicator people	Annual Units 50
Local ID	Units Upon Completion 50

**Funding Sources:**

CDBG	\$45,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$45,000

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

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**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name :** Montgomery County

---

**Priority Need**  
Public Service

---

**Project**  
MHP Takoma Park

---

**Activity :** Community Life Programs for MHP Residents at 7510 Maple Avenue

---

**Description**  
Provide academic enrichment programs and skills development activities for pre-school aged children and students enrolled in kindergarten to sixth grade

**Objective category:** ☒ Suitable Living Environment ☐ Decent Housing ☒ Economic Opportunity  
**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☒ Sustainability

**Location/Target Area:** Takoma Park

Specific Objective Number SL-1/SL-3/EO-1/EO-3	Task/Project Number BG4307
HUD Matrix Code 05D	CDBG Citation 570.201(e)
Type of Recipient Sub- Recipient	CDBG National Objective LMC
Start Date 7-1-13	Completion Date 6-30-14
Performance Indicator People	Annual Units 28
Local ID	Units Upon Completion 28

**Funding Sources:**

CDBG	\$3,891
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$3,891

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

---

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name :** Montgomery County

---

**Priority Need**  
Public Service

---

**Project**  
Montgomery Housing Partnership, Inc.

---

**Activity :** Play and Learn Program

---

**Description**

Funds will be use to Supports the Play and Learn program, which provides an opportunity for preschool children to explore, socialize and acquire necessary skills for kindergarten, in a safe and nurturing learning environment.

**Objective category:** ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity

**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area:** Countywide

Specific Objective Number SL-1	Task/Project Number
HUD Matrix Code 05D	CDBG Citation 570.201(e)
Type of Recipient Sub- Recipient	CDBG National Objective LMC
Start Date 7-1-13	Completion Date 6-30-14
Performance Indicator people	Annual Units 110
Local ID	Units Upon Completion 110

**Funding Sources:**

CDBG \$35,000

ESG

HOME

HOPWA

Total Formula

Prior Year Funds

Assisted Housing

PHA

Other Funding

Total \$35,000

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

---

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name :** Montgomery County

---

**Priority Need**  
Public Service

---

**Project**  
Mobile Medical Care, Inc

---

**Activity :** Anticoagulation Clinic

---

**Description**

Funds will be use to provide an Anticoagulation Clinic for 50+ high-risk, low-income, uninsured individuals who have atrial fibrillation, venous thromboembolism or hereditary disease and require close monitoring.

**Objective category:** ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity

**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area:** Countywide

Specific Objective Number SL-1	Task/Project Number
HUD Matrix Code 05M	CDBG Citation 570.201(e)
Type of Recipient Sub- Recipient	CDBG National Objective LMC
Start Date 7-1-13	Completion Date 6-30-14
Performance Indicator people	Annual Units 50
Local ID	Units Upon Completion 50

**Funding Sources:**

CDBG \$44,958

ESG

HOME

HOPWA

Total Formula

Prior Year Funds

Assisted Housing

PHA

Other Funding

Total \$44,958

The primary purpose of the project is to help: ☒ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

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**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name :** Montgomery County

---

**Priority Need**  
Public Service

---

**Project**  
National Center for Children and Families

---

**Activity :** Betty's House

---

**Description**  
Funds will be use to provide continued program support for immigrant women and their American-born children who are survivors of domestic violence residing in Betty's House, a transitional housing program..

**Objective category:** ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area:** Countywide

Specific Objective Number SL-1	Task/Project Number
HUD Matrix Code 05D	CDBG Citation 570.201(e)
Type of Recipient Sub- Recipient	CDBG National Objective LMC
Start Date 7-1-13	Completion Date 6-30-14
Performance Indicator people	Annual Units 18
Local ID	Units Upon Completion 18

**Funding Sources:**

CDBG	\$45,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$45,000

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

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**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name :** Montgomery County

---

**Priority Need**

Affordable Housing

---

**Project**

Rebuilding Together Montgomery County - Critical Needs Home Repair

---

**Activity :** Housing Rehabilitation

---

**Description**

Provide home repairs, energy efficiency measures, and ADA improvements

**Objective category:** ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☒ Availability/Accessibility ☒ Affordability ☐ Sustainability

**Location/Target Area:** City of Takoma Park

Specific Objective Number DH-1/DH-2	Task/Project Number
HUD Matrix Code 14A	CDBG Citation 570.202
Type of Recipient Sub- Recipient	CDBG National Objective LMH
Start Date 7-1-13	Completion Date 6-30-14
Performance Indicator Housing Units	Annual Units 30
Local ID	Units Upon Completion 30

**Funding Sources:**

CDBG	\$109,502
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$109,502

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

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**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name :** Montgomery County

---

**Priority Need**

Affordable Housing

---

**Project**

Rockville Housing Enterprises

---

**Activity :** Housing Rehabilitation

---

**Description**

Funds will be used by Rockville for Housing Rehabilitation of at least two scattered site public housing units. An estimated two households will benefit.

**Objective category:** ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☒ Availability/Accessibility ☒ Affordability ☐ Sustainability

**Location/Target Area:** Rockville

Specific Objective Number DH-1/DH-2	Task/Project Number BG8007
HUD Matrix Code 14A	CDBG Citation 570.202
Type of Recipient Sub- Recipient	CDBG National Objective LMH
Start Date 7-1-13	Completion Date 6-30-14
Performance Indicator Housing Units	Annual Units 2
Local ID	Units Upon Completion 2

**Funding Sources:**

CDBG	\$43,197
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$43,197

---

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

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**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name :** Montgomery County

---

**Priority Need**

Affordable Housing

---

**Project**

Single-Family Rehabilitation

---

**Activity :** Housing Rehabilitation

---

**Description**

The project will be used to provide home-improvement loans to income-eligible homeowners to correct code violations, make accessibility modifications and improve energy efficiency

**Objective category:** ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☒ Availability/Accessibility ☒ Affordability ☐ Sustainability

**Location/Target Area:** Rockville

Specific Objective Number DH-1/DH-2	Task/Project Number BG1006
HUD Matrix Code 14A	CDBG Citation 570.202
Type of Recipient Sub- Recipient	CDBG National Objective LMH
Start Date 7-1-13	Completion Date 6-30-14
Performance Indicator Housing Units	Annual Units 6
Local ID	Units Upon Completion 6

**Funding Sources:**

CDBG	\$161,298
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$161,298

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

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**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name :** Montgomery County

---

**Priority Need**  
Public Service

---

**Project**  
St. Luke's House and Threshold Services United, Inc

---

**Activity :** Wellness Care Case Manager

---

**Description**  
Funds will be use to supports a case manager position dedicated to reducing in-patient psychiatric hospitalization rates and improving the physical health/wellness of individuals identified as high-utilizers of psychiatric hospitalization services

**Objective category:** ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area:** Countywide

Specific Objective Number SL-1	Task/Project Number
HUD Matrix Code 05M	CDBG Citation 570.201(e)
Type of Recipient Sub- Recipient	CDBG National Objective LMC
Start Date 7-1-13	Completion Date 6-30-14
Performance Indicator people	Annual Units 50
Local ID	Units Upon Completion 50

**Funding Sources:**

CDBG	\$44,940
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$44,940

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☒ Persons with Disabilities ☐ Public Housing Needs

---

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name :** Montgomery County

**Priority Need**  
Public Service

**Project**  
Stepping Stones Shelter, Inc

**Activity :** Financial Literacy Classes

**Description**  
Funds will be use to Provides for a financial literacy series for shelter residents, both adults and children

**Objective category:** ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area:** Countywide

Specific Objective Number SL-1	Task/Project Number
HUD Matrix Code 05	CDBG Citation 570.201(e)
Type of Recipient Sub- Recipient	CDBG National Objective LMC
Start Date 7-1-13	Completion Date 6-30-14
Performance Indicator people	Annual Units 70
Local ID	Units Upon Completion 70

<b>Funding Sources:</b>	
CDBG	\$5,015
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$5,015

The primary purpose of the project is to help: ☒ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

---

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name :** Montgomery County

---

**Priority Need**  
Public Service

---

**Project**  
Sunflower Bakery, Inc.

---

**Activity : Employment Service Program**

---

**Description**  
Funds will be use to provides for the expansion of wraparound employment services for Sunflower students to secure employment upon completion of the Pastry Arts Training Program

**Objective category:** ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area:** Countywide

Specific Objective Number SL-1	Task/Project Number
HUD Matrix Code 05	CDBG Citation 570.201(e)
Type of Recipient Sub- Recipient	CDBG National Objective LMC
Start Date 7-1-13	Completion Date 6-30-14
Performance Indicator people	Annual Units 10
Local ID	Units Upon Completion 10

**Funding Sources:**

CDBG	\$30,364
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$30,364

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

---

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name :** Montgomery County

---

**Priority Need**

Public Service

---

**Project**

Young Men's Christian Association of Metropolitan Washington

---

**Activity :** Smart Choices with Emotions Program

---

**Description**

Provide weekly therapeutic group meetings for at-risk middle school students. An estimated 30 children will benefit

**Objective category:**   ☒ Suitable Living Environment   ☐ Decent Housing   ☒ Economic Opportunity  
**Outcome category:**   ☒ Availability/Accessibility   ☐ Affordability   ☒ Sustainability

**Location/Target Area:** Takoma Park

Specific Objective Number SL-1/SL-3/EO-1/EO-2	Task/Project Number BG4307
HUD Matrix Code 05D	CDBG Citation 570.201(e)
Type of Recipient Sub- Recipient	CDBG National Objective LMC
Start Date 7-1-13	Completion Date 6-30-14
Performance Indicator People	Annual Units 30
Local ID	Units Upon Completion 30

**Funding Sources:**

CDBG	\$4,745
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$4,745

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

---

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name :** Montgomery County

---

**Priority Need**  
Public Service

---

**Project**  
Young Men's Christian Association of Metropolitan Washington

---

**Activity :** YFS Nob Hill Community Center

---

**Description**  
Funds will be use to provides partial salary support for staff at the YFS Nob Hill Community Center in Silver Spring as well as various specified operating expenses of the Center

**Objective category:** ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area:** Countywide

Specific Objective Number SL-1	Task/Project Number
HUD Matrix Code 05D	CDBG Citation 570.201(e)
Type of Recipient Sub- Recipient	CDBG National Objective LMC
Start Date 7-1-13	Completion Date 6-30-14
Performance Indicator people	Annual Units 120
Local ID	Units Upon Completion 120

**Funding Sources:**

CDBG	\$45,000
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$45,000

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

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**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name :** Montgomery County

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**Priority Need**

Planning and Administration

---

**Project**

HOME Administration

---

**Activity :** Administration

---

**Description**

The fund will be used to cover the county's expenses associated with operating the HOME Program. Combined administrative expenses represent 10% of the entitlement amount

**Objective category:** ☒ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☐ Availability/Accessibility ☒ Affordability ☐ Sustainability

**Location/Target Area:** Countywide

Specific Objective Number	Task/Project Number HG5001
HUD Matrix Code 21H	CDBG Citation
Type of Recipient Local Government	CDBG National Objective
Start Date 7-1-13	Completion Date 6-30-14
Performance Indicator	Annual Units
Local ID	Units Upon Completion

**Funding Sources:**

CDBG	.....
ESG	.....
HOME	\$137,030
HOPWA	.....
Total Formula	.....
Prior Year Funds	.....
Assisted Housing	.....
PHA	.....
Other Funding	.....
Total	\$137,030

The primary purpose of the project is to help: ☒ the Homeless ☐ Persons with HIV/AIDS ☒ Persons with Disabilities ☒ Public Housing Needs

### Table 3C Consolidated Plan Listing of Projects

**Jurisdiction's Name :** Montgomery County

**Priority Need**

Affordable Housing

**Project**

Community Housing Development Organizations (CHDOs)

**Activity :** Housing Production

**Description**

The project will fund the housing development activities of CHDOs. This represents the federally mandated fifteen percent of the HOME allocation. Up to 10 percent of this total (\$20,555) may be used for project-specific technical assistance, site control, and seed money loans. It is anticipated that one to three organizations will use these funds for acquisition, construction, or renovation of rental housing for persons with low-incomes.

**Objective category:** ☒ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☒ Availability/Accessibility ☒ Affordability ☐ Sustainability

**Location/Target Area:** Countywide

Specific Objective Number DH-1/DH-2/SL-1/SL-2	Task/Project Number HG1010
HUD Matrix Code 14A, 01	CDBG Citation 570.202 and 570.201(a)
Type of Recipient Local Government	CDBG National Objective LMH
Start Date 7-1-13	Completion Date 6-30-14
Performance Indicator Housing Units	Annual Units 10
Local ID	Units Upon Completion 10

**Funding Sources:**

CDBG	
ESG	
HOME	\$205,550
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$205,550

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

---

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name :** Montgomery County

---

**Priority Need**

Affordable Housing

---

**Project**

CHDO Operating Assistance

---

**Activity :** CHDO Operating Assistance

---

**Description**

Funds will be used to partially cover the administrative costs of qualified CHDOs.

**Objective category:** ☒ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☒ Availability/Accessibility ☒ Affordability ☐ Sustainability

**Location/Target Area:** Countywide

Specific Objective Number DH-1/DH-2/SL-1/SL-2	Task/Project Number HG1011 and HG 1012
HUD Matrix Code 21I	CDBG Citation
Type of Recipient Local Government	CDBG National Objective
Start Date 7-1-13	Completion Date 6-30-14
Performance Indicator Housing Units	Annual Units
Local ID	Units Upon Completion

**Funding Sources:**

CDBG	.....
ESG	.....
HOME	\$56,181
HOPWA	.....
Total Formula	.....
Prior Year Funds	.....
Assisted Housing	.....
PHA	.....
Other Funding	.....
Total	\$56,181
	.....

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

### Table 3C Consolidated Plan Listing of Projects

**Jurisdiction's Name :** Montgomery County

**Priority Need**

Affordable Housing

**Project**

Fair Housing Activities

**Activity :** Fair Housing Activities

**Description**

Funds will be used for activities that serve to affirmatively further fair housing choice. Activities may include sales, rental and lending testing, education/outreach, training and research. Activities will be administered by the Office of Human Rights.

**Objective category:** ☒ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☒ Availability/Accessibility ☒ Affordability ☐ Sustainability

**Location/Target Area:** Countywide

Specific Objective Number DH-1/DH-2/SL-1/SL-2	Task/Project Number HG5002
HUD Matrix Code 21D	CDBG Citation 570.206
Type of Recipient Local Government	CDBG National Objective LMC
Start Date 7-1-13	Completion Date 6-30-14
Performance Indicator People	Annual Units 100
Local ID	Units Upon Completion 100

**Funding Sources:**

CDBG	
ESG	
HOME	\$18,564
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$18,564

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

### Table 3C Consolidated Plan Listing of Projects

**Jurisdiction's Name :** Montgomery County

**Priority Need**

Affordable Housing

**Project**

Housing Production and Preservation

**Activity :** Housing Production and Preservation

**Description**

Funds will be used to create home ownership opportunities, new rental housing, or to rehabilitate existing housing (both rental and single-family homes). This housing will principally serve low-income households. DHCA will work with the private sector, non-profits and the Montgomery County Housing Opportunities Commission (HOC) in implementing this program

**Objective category:** ☒ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☒ Availability/Accessibility ☒ Affordability ☐ Sustainability

**Location/Target Area:** Countywide

Specific Objective Number DH-1/DH-2/SL-1/SL-2	Task/Project Number HG4001
HUD Matrix Code 14A, 01	CDBG Citation 570.202 and 570.201(a)
Type of Recipient Local Government	CDBG National Objective LMH
Start Date 7-1-13	Completion Date 6-30-14
Performance Indicator Housing Units	Annual Units 139
Local ID	Units Upon Completion 139

**Funding Sources:**

CDBG	
ESG	
HOME	\$1,452,797
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$1,452,797

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

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**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name :** Montgomery County

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**Priority Need**

Planning and Adminsitration

---

**Project**

ESG Administration

---

**Activity :** Administration

---

**Description**

Funds will be used to support administrative activities related to implementing the Emergency Solutions grant. Administrative expenses represent 1.1% of the entitlement amount

**Objective category:** ☐ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☐ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area:** Countywide

Specific Objective Number	Task/Project Number 09
HUD Matrix Code 21A	CDBG Citation 570.206
Type of Recipient Local Government	CDBG National Objective
Start Date 7-1-13	Completion Date 6-30-14
Performance Indicator	Annual Units
Local ID	Units Upon Completion

**Funding Sources:**

CDBG	
ESG	\$3,000
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$3,000

The primary purpose of the project is to help: ☒ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

---

**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name :** Montgomery County

---

**Priority Need**

Public Service

---

**Project**

Emergency Shelter

---

**Activity :** Emergency Shelter

---

**Description**

Funds will be used for Shelter operations including motel vouchers, maintenance, furnishings, and supplies necessary for operation of emergency shelter. By regulation the amount used for emergency shelter services may not exceed \$51,000 (based on federal fiscal year 2010 / county fiscal year 2011 ESG spending as a baseline).

**Objective category:** ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area:** Countywide

Specific Objective Number SL-1	Project ID
HUD Matrix Code 05Q	CDBG Citation 570.204
Type of Recipient Local Government	CDBG National Objective LMC
Start Date 7-1-2013	Completion Date 6-30-2014
Performance Indicator People	Annual Units 150
Local ID	Units Upon Completion 150

**Funding Sources:**

CDBG	
ESG	\$ 50,000
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$ 50,000

---

The primary purpose of the project is to help: ☒ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

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**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name :** Montgomery County

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**Priority Need**  
Public Service

---

**Project**  
Homeless Management Information System (HMIS)

---

**Activity :** Homeless Management Information System (HMIS)

---

**Description**  
Funds will be used for licensing fees, data quality activities, and other costs necessary to support the Homeless Management Information System (HMIS). This Montgomery County Continuum of Care (CoC)-wide database is used to track client services and provides valuable data to support planning activities.

**Objective category:** ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area:** Countywide

Specific Objective Number SL-1	Project ID 30-002D
HUD Matrix Code 05Q	CDBG Citation 570.204
Type of Recipient Local Government	CDBG National Objective LMC
Start Date 7-1-2013	Completion Date 6-30-2014
Performance Indicator People	Annual Units 25
Local ID	Units Upon Completion 25

**Funding Sources:**

CDBG	
ESG	\$ 3,000
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$ 3,000

---

The primary purpose of the project is to help: ☒ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

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**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name :** Montgomery County

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**Priority Need**

Public Service

---

**Project**

Rapid Re-Housing

---

**Activity :** Housing Stabilization and Relocation Assistance

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**Description**

Funds will be used for Homelessness Prevention and Rapid Re-Housing activities including Housing Stabilization and Relocation Assistance and Rental Assistance to help stabilize households who are homeless or at imminent-risk of homelessness.

**Objective category:** ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area:** Countywide

Specific Objective Number SL-1	Project ID 30-002D
HUD Matrix Code 05Q	CDBG Citation 570.204
Type of Recipient Local Government	CDBG National Objective LMC
Start Date 7-1-2013	Completion Date 6-30-2014
Performance Indicator People	Annual Units 15
Local ID	Units Upon Completion 15

**Funding Sources:**

CDBG	.....
ESG	\$160,700
HOME	.....
HOPWA	.....
Total Formula	.....
Prior Year Funds	.....
Assisted Housing	.....
PHA	.....
Other Funding	.....
Total	\$160,700
	.....

The primary purpose of the project is to help: ☒ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

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**Table 3C**  
**Consolidated Plan Listing of Projects**

**Jurisdiction's Name :** Montgomery County

---

**Priority Need**

Public Service

---

**Project**

Rapid Re-Housing

---

**Activity :** Rental Assistance

---

**Description**

Funds will be used to help homeless households obtain and retain permanent housing. Assistance will be provided to households eligible for these services (meeting the criteria for Category I of the homeless definition recently issued by HUD).

**Objective category:** ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity  
**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area:** Countywide

Specific Objective Number SL-1	Project ID 30-002D
HUD Matrix Code 05Q	CDBG Citation 570.204
Type of Recipient Local Government	CDBG National Objective LMC
Start Date 7-1-2013	Completion Date 6-30-2014
Performance Indicator People	Annual Units 15
Local ID	Units Upon Completion 15

**Funding Sources:**

CDBG	.....
ESG	\$62,066
HOME	.....
HOPWA	.....
Total Formula	.....
Prior Year Funds	.....
Assisted Housing	.....
PHA	.....
Other Funding	.....
Total	\$62,066

The primary purpose of the project is to help: ☒ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

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## **Before Starting the Exhibit 1 Continuum of Care (CoC) Application**

The CoC Consolidated Application has been divided into two sections and each of these two sections REQUIRE SUBMISSION in e-snaps in order for the CoC Consolidated Application to be considered complete:

- CoC Consolidated Application - CoC Project Listings

CoCs MUST ensure that both parts of this application are submitted by the submission due date to HUD as specified in the FY2012 CoC Program NOFA.

Please Note:

- Review the FY2012 CoC Program NOFA in its entirety for specific application and program requirements.
- Use the CoC Application Detailed Instructions while completing the application in e-snaps. The detailed instructions are designed to assist applicants as they complete the information in e-snaps.
- As a reminder, CoCs were not able to import data from the previous year due to program changes under HEARTH. All parts of the application must be fully completed.

For Detailed Instructions click [here](#).

## 1A. Continuum of Care (CoC) Identification

### Instructions:

The fields on this screen are read only and reference the information entered during the CoC Registration process. Updates cannot be made at this time. If the information on this screen is not correct, contact the HUD Virtual Help Desk at [www.hudhre.info](http://www.hudhre.info).

**CoC Name and Number (From CoC Registration): (dropdown values will be changed)** MD-601 - Montgomery County CoC

**Collaborative Applicant Name:** Montgomery County Maryland

**CoC Designation:** CA

## 1B. Continuum of Care (CoC) Operations

### Instructions:

Collaborative Applicants will provide information about the existing operations of the CoC. The first few questions ask basic information about the structure and operations: name, meeting frequency, and if the meetings have an open invitation process for new members. If there is an open invitation process for new members, the Collaborative Application will need to clearly describe the process. Additionally, the CoC should include homeless or formerly homeless persons as part of the operations process. The Collaborative Applicant will indicate if the CoC structure includes homeless or formerly homeless members and if yes, what the connection is to the homeless community.

Next, indicate if the CoC provides written agendas of the CoC meetings, includes a centralized or coordinated assessment system in the jurisdiction, and if the CoC conducts monitoring of ESG recipients and subrecipients. If the CoC does not provide any of these, explain the plans of the CoC to begin implementation within the next year. For any of the written processes that are selected, specifically describe each of the processes within the CoC.

Finally, select the processes for which the CoC has written and approved documents: establishment and operations of the CoC, code of conduct for the board, written process for board selection that is approved by the CoC membership, and governance charters in place for both the HMIS lead agency as well as participating organizations, especially those organizations that receive HUD funding. For any documents chosen, the CoC must have both written and approved documents on file.

**Name of CoC Structure:** Continuum of Care Governing Board

**How often does the CoC conduct open meetings?** Never

**Are the CoC meetings open to the public?** No

**Is there an open invitation process for new members?** No

**If 'Yes', what is the invitation process?  
(limit 750 characters)**

The CoC will be developing governance by-laws and operating procedures that include semi-annual meetings open the public as well as an open invitation process for new members.

**Are homeless or formerly homeless representatives members part of the CoC structure?** Yes

**If formerly homeless, what is the connection to the community?** Agency employee

**Does the CoC provide**

CoC Checks	Response
Written agendas of meeting?	Yes
Centralized assessment?	Yes
ESG monitoring?	Yes

**If 'No' to any of the above what processes does the CoC plan to implement in the next year? (limit 1000 characters)**

The CoC provides written agendas of meeting, coordinated assessment, and ESG monitoring.

**Based on the selection made above, specifically describe each of the processes chosen (limit 1000 characters)**

DHHS, CoC Collaborative Applicant, develops written agendas for CoC meetings. Agendas focus on CoC policy, planning, system needs, committee updates, and project specific concerns. Specific agenda items are added at the request of CoC members.

The CoC coordinated assessment system uses a common assessment tool to screen, assess and refer persons and families to all needed programs and services within the CoC. Intake workers at designated sites in the CoC assess need for housing, explore homelessness prevention options, refer to treatment providers & public benefits, and place in emergency shelter if needed. The CoC provides training and resource access to persons with limited English proficiency and has four outreach providers scattered throughout the County to engage unsheltered homeless persons and facilitate linkages to services.

DHHS is administering the ESG program and is responsible for day-to-day monitoring of activities. Funds were allocated with input from the CoC Governing Board and updates on implementation are provided at least annually to the CoC.

**Does the CoC have the following written and approved documents:**

Type of Governance	Yes/No
CoC policies and procedures	No
Code of conduct for the Board	No
Written process for board selection	No
Governance charter among collaborative applicant, HMIS lead, and participating agencies.	Yes

## 1C. Continuum of Care (CoC) Committees

### Instructions:

Provide information on up to five of the CoCs most active CoC-wide planning committees, subcommittees, and workgroups. CoCs should only include information on those groups that are directly involved in CoC-wide planning activities such as project review and selection, discharge planning, disaster planning, completion of the Exhibit 1 application, conducting the point-in-time count, LGBT homeless issues, and 10-year plan coordination. For each group, briefly describe the role and how frequently the group meets. If one of more of the groups meets less than quarterly, please explain.

### Committees and Frequency:

Name of Group	Role of Group (limit 750 characters)	Meeting Frequency
Continuum of Care Governing Board	The CoC Governing Board is the general policy decision making group for the CoC. Members have expertise in homeless and homelessness prevention programs; development of affordable housing; behavioral health and physical health services; and mainstream resources. The Board oversees CoC activities; monitors & approves the 10-Year Plan; identifies system needs; develops strategies to end and prevent homelessness; and aligns CoC activities with other programs such as ESG. The CoC Governing Board monitors and coordinates with the work of other committees and incorporates recommendations into CoC plans. The Governing Board also coordinates disaster planning with other systems such as Public Health and Behavioral Health and Crisis Services.	Bi-monthly
Adult and Family Provider Team	The Adult and Family Provider Teams meet monthly to promote coordination, improve access to services, and facilitate discharge planning. Members includes nonprofit housing providers, Health Care for the Homeless, Criminal Justice, Behavioral Health, Child Welfare Services, & Montgomery County Public Schools. The meeting is chaired by the CoC Collaborate Applicant, DHHS, who shares updates from the Governing Board, and information about new programs. The committee plans for the Point-in-Time, addresses HMIS issues and provides recommendations regarding policy to the CoC Governing Board. The Team biannually reviews the CoC disaster plans for managing scenarios such as contagious diseases, biological attacks, and storm power outages.	Monthly or more
Continuum of Care Allocation Committee	This unbiased decision-making panel is charged by the CoC Governing Board to approve & prioritize CoC project applicants for continued funding and CoC Permanent Housing Bonus projects for new funding. Members represent a range of disciplines including housing, behavioral health, veterans services, & physical health and have a solid understanding of CoC programs. Using established criteria, the panel reviews both project performance & the needs of the CoC to make funding decisions. The panel is updated via email throughout the year on the NOFA process by the CoC Collaborative Applicant and responds to questions raised by panel members. The committee also makes recommendations as to the re-allocation of funds for low performing providers.	semi-annually (twice a year)

Continuum of Care Performance Review Committee	The Performance Review Committee was established to systematically review performance and identify technical assistance needs of CoC projects. Current members have expertise in Coc programs and include a representative from the community, members from the CoC Governing Board, and a formerly homeless consumer representative. The committee evaluates the performance of each project utilizing APR and HMIS data, outcome measures, and contract monitoring reviews. The committee reviews progress quarterly, identifies consistently low performing projects for consideration for reallocation and identifies potential needs and gaps in the continuum.	quarterly (once each quarter)
Continuum of Care Strategic Planning Committee	The Strategic Planning Committee is responsible for developing, monitoring and updating the CoC's 10-Year Plan end to homelessness. The committee reviews the needs of the CoC and identifies strategies to both prevent and end homelessness. Members have experience in strategic planning and expertise in homeless and homelessness prevention strategies as well as mainstream programs. The Committee develops recommendations for review and approval by the CoC.	Monthly or more

**If any group meets less than quarterly, please explain  
(limit 750 characters)**

The Allocation Committee convenes during the CoC Application process to select new projects and make determinations regarding continued funding of existing projects. The Committee meets twice during the year to evaluate performance outcomes and consider the need to re-allocate funds of low performing projects. The Committee provides recommendations of any reallocation to the CoC Governing Board. The Allocation Committee is kept informed of the CoC process, updates, and changes throughout the year via email and telephone contact.

## 1D. Continuum of Care (CoC) Member Organizations

Click on the icon to enter information for the CoC Member Organizations.

Membership Type
Private Sector
Public Sector
Individual

## 1D. Continuum of Care (CoC) Member Organizations Detail

### Instructions:

Enter the number of public organizations, private organizations, or individuals for each of the categories below. Each section below must have at least one field completed.

**Public Sectors:** Enter the number of organizations that are represented in the CoC's planning process.

Enter the number of organizations that serve each of the subpopulations listed.

Enter the number of organizations that participate in each of the roles listed.

**Private Sectors:** Enter the number of organizations that are represented in the CoC's planning process.

Enter the number of organizations that serve each of the subpopulations listed.

Enter the number of organizations that participate in each of the roles listed.

**Individuals:** Enter the number of individuals that are represented in the CoC's planning process.

Enter the number of individuals that serve each of the subpopulations listed.

Enter the number of individuals who participate in each of the roles listed.

**Type of Membership:** Private Sector  
 Click Save after selection to view grids

### Number of Private Sector Organizations Represented in Planning Process

	Businesses	Faith-Based Organizations	Funder Advocacy Group	Hospitals/ Med Representatives	Non-Profit Organizations	Other
<b>Total Number</b>	1	14	1	8	28	0

### Number of Private Sector Organizations Serving Each Subpopulation

	Businesses	Faith-Based Organizations	Funder Advocacy Group	Hospitals/ Med Representatives	Non-Profit Organizations	Other
<b>Subpopulations</b>						
<b>Seriously mentally ill</b>	0	3	0	2	13	0
<b>Substance abuse</b>	0	2	0	0	8	0
<b>Veterans</b>	0	0	0	0	3	0
<b>HIV/AIDS</b>	0	0	0	0	0	0

Domestic violence	0	1	0	0	1	0
Children (under age 18)	0	0	0	0	0	0
Unaccompanied youth (ages 18 to 24)	0	0	0	0	0	0

### Number of Private Sector Organizations Participating in Each Role

	Businesses	Faith-Based Organizations	Funder Advocacy Group	Hospitals/ Med Representatives	Non-Profit Organizations	Other
<b>Roles</b>						
Committee/Sub-committee/Work Group	1	13	0	8	21	0
Authoring agency for consolidated plan	0	0	0	0	0	0
Attend consolidated plan planning meetings during past 12 months	0	0	0	0	3	0
Attend Consolidated Plan focus groups/ public forums during past 12 months	0	0	0	0	3	0
Lead agency for 10-year plan	0	0	0	0	0	0
Attend 10-year planning meetings during past 12 months	0	5	0	0	4	0
Primary decision making group	0	6	0	0	8	0

## 1D. Continuum of Care (CoC) Member Organizations Detail

### Instructions:

Enter the number of public organizations, private organizations, or individuals for each of the categories below. Each section below must have at least one field completed.

**Public Sectors:** Enter the number of organizations that are represented in the CoC's planning process.

Enter the number of organizations that serve each of the subpopulations listed.

Enter the number of organizations that participate in each of the roles listed.

**Private Sectors:** Enter the number of organizations that are represented in the CoC's planning process.

Enter the number of organizations that serve each of the subpopulations listed.

Enter the number of organizations that participate in each of the roles listed.

**Individuals:** Enter the number of individuals that are represented in the CoC's planning process.

Enter the number of individuals that serve each of the subpopulations listed.

Enter the number of individuals who participate in each of the roles listed.

**Type of Membership:** Public Sector  
**Click Save after selection to view grids**

### Number of Public Sector Organizations Represented in Planning Process

	Law Enforcement/Corrections	Local Government Agencies	Local Workforce Investment Act Boards	Public Housing Agencies	School Systems/Universities	State Government Agencies	Other
Total Number	5	8	0	1	2	2	1

### Number of Public Sector Organizations Serving Each Subpopulation

	Law Enforcement/Corrections	Local Government Agencies	Local Workforce Investment Act Boards	Public Housing Agencies	School Systems/Universities	State Government Agencies	Other
Subpopulations							
Seriously mentally ill	3	1	0	1	0	1	1
Substance abuse	2	3	0	0	0	2	1
Veterans	0	2	0	1	0	0	1
HIV/AIDS	0	1	0	0	0	0	0
Domestic violence	1	1	0	1	0	1	0
Children (under age 18)	0	1	0	0	1	0	0
Unaccompanied youth (ages 18 to 24)	0	0	0	0	1	0	0

### Number of Public Sector Organizations Participating in Each Role

	Law Enforcement/Corrections	Local Government Agencies	Local Workforce Investment Act Boards	Public Housing Agencies	School Systems/Universities	State Government Agencies	Other
Roles							
Committee/Sub-committee/Work Group	3	5	1	1	1	1	1
Authoring agency for consolidated plan	0	1	0	0	0	0	0
Attend consolidated plan planning meetings during past 12 months	0	2	0	1	0	0	1
Attend consolidated plan focus groups/public forums during past 12 months	0	0	0	0	0	0	0

Lead agency for 10-year plan	0	1	0	0	0	0	0
Attend 10-year planning meetings during past 12 months	0	3	0	1	0	0	1
Primary decision making group	0	4	0	1	1	0	1

## 1D. Continuum of Care (CoC) Member Organizations Detail

### Instructions:

Enter the number of public organizations, private organizations, or individuals for each of the categories below. Each section below must have at least one field completed.

**Public Sectors:** Enter the number of organizations that are represented in the CoC's planning process.

Enter the number of organizations that serve each of the subpopulations listed.

Enter the number of organizations that participate in each of the roles listed.

**Private Sectors:** Enter the number of organizations that are represented in the CoC's planning process.

Enter the number of organizations that serve each of the subpopulations listed.

Enter the number of organizations that participate in each of the roles listed.

**Individuals:** Enter the number of individuals that are represented in the CoC's planning process.

Enter the number of individuals that serve each of the subpopulations listed.

Enter the number of individuals who participate in each of the roles listed.

**Type of Membership:** Individual  
**Click Save after selection to view grids**

### Number of Individuals Represented in Planning Process

	Homeless	Formerly Homeless	Other
Total Number	0	1	0

### Number of Individuals Serving Each Subpopulation

	Homeless	Formerly Homeless	Other
Subpopulations			
Seriously mentally ill	0	0	0
Substance abuse	0	1	0

Veterans	0	0	0
HIV/AIDS	0	0	0
Domestic violence	0	0	0
Children (under age 18)	0	0	0
Unaccompanied youth (ages 18 to 24)	0	0	0

### Number of Individuals Participating in Each Role

	Homeless	Formerly Homeless	Other
<b>Roles</b>			
Committee/Sub-committee/Work Group	0	1	0
Authoring agency for consolidated plan	0	0	0
Attend consolidated plan planning meetings during past 12 months	0	0	0
Attend consolidated plan focus groups/ public forums during past 12 months	0	0	0
Lead agency for 10-year plan	0	0	0
Attend 10-year planning meetings during past 12 months	0	0	0
Primary decision making group	0	0	0

## 1E. Continuum of Care (CoC) Project Review and Selection Process

### Instructions:

The CoC solicitation of project applications and the project application selection process should be conducted in a fair and impartial manner. For each of the following items, indicate all of the methods and processes the CoC used in the past year to assess the performance, effectiveness, and quality of all requested new and renewal project(s). Where applicable, describe how the process works.

In addition, indicate if any written complaints have been received by the CoC regarding any CoC matter in the last 12 months, and how those matters were addressed and/or resolved.

**Open Solicitation Methods (select all that apply):** d. Outreach to Faith-Based Groups, c. Responsive to Public Inquiries, b. Letters/Emails to CoC Membership, f. Announcements at Other Meetings, e. Announcements at CoC Meetings

**Rating and Performance Assessment Measure(s) (select all that apply):** m. Assess Provider Organization Capacity, g. Site Visit(s), h. Survey Clients, p. Review Match, o. Review CoC Membership Involvement, r. Review HMIS participation status, q. Review All Leveraging Letters (to ensure that they meet HUD requirements), k. Assess Cost Effectiveness, l. Assess Provider Organization Experience, b. Review CoC Monitoring Findings, a. CoC Rating & Review Committee Exists, e. Review HUD APR for Performance Results, c. Review HUD Monitoring Findings

### Describe how the CoC uses the processes selected above in rating and ranking project applications. (limit 750 characters)

The Allocation Committee rates & ranks project applications. Members cannot be an employee, board member or volunteer of a project applicant. The CoC Collaborative Applicant supports the committee but is not a voting member.

Members receive an analysis of CoC needs including the housing inventory, PIT data, federal priorities & service gaps. Projects are scored on bed utilization, APR performance results, provider capacity, provider experience, CoC participation, HMIS participation, \$ cost effectiveness. CoC & HUD monitoring findings are also reviewed as are Project match & leveraging for compliance. Applications are scored individually with ranking priority determined by consensus. Project applicants are notified of the outcome no later than 15 days prior to CoC application deadline.

**Did the CoC use the gaps/needs analysis to ensure that project applications meet the needs of the community?** Yes

**Has the CoC conducted a capacity review of each project applicant to determine its ability to properly and timely manage federal funds?** Yes

**Voting/Decision-Making Method(s) (select all that apply):** d. One Vote per Organization, a. Unbiased Panel/Review Committee

**Is the CoC open to proposals from entities that have not previously received funds in the CoC process?** Yes

**If 'Yes', specifically describe the steps the CoC uses to work with homeless service providers that express an interest in applying for HUD funds, including the review process and providing feedback (limit 1000 characters)**

The Collaborative Applicant (CA) utilizes e-mail & meeting announcements to inform entities about funding availability. The announcement includes the NOFA criteria, Fair Market Rents, online links to resources, & timelines. Project applications must be submitted no later than 30 days prior to the CoC Collaborative Application deadline with funding notification made to project applicants no later than 15 days prior to the deadline. A technical assistance session is held 14 days before the project application deadline to explain the process, target population, key issues to address & to answer technical questions. Information about the CoC, current PIT, HIC, & subpopulations is provided. Interested parties must submit a letter of intent within 5 days after the TA session to the CA. The CA provides feedback & suggestions for improvement during the application process & reviews all project applications prior to submission in eSnaps for content, budget format, and general accuracy.

**Were there any written complaints received by the CoC regarding any matter in the last 12 months?** Yes

**If 'Yes', briefly describe complaint(s), how it was resolved, and the date(s) resolved (limit 1000 characters)**

The CoC received 2 written complaints regarding unfair treatment. One occurred 9/2011 in response to termination from permanent supportive housing and the other occurred after termination from emergency shelter in 12/2011. The CoC contacted each service provider & terminations were delayed pending investigation. Investigation included meetings with the complainants, record reviews, staff & resident interviews, consultation with Landlord & Tenant Affairs, & legal. There was no finding of unfair treatment in either case. One investigation did indicate the need for written documentation for persons with limited English proficiency & project documents will be translated into Spanish. Complaints were resolved in 1/2012 & 6/2012.

## 1F. Continuum of Care (CoC) Housing Inventory Count - Change in Beds Available

### Instructions:

For each housing type, indicate if there was a change (increase or reduction) in the total number of beds counted in the 2012 Housing Inventory Count (HIC) as compared to the 2011 HIC. If there was a change, describe the reason(s) in the space provided for each housing type. If the housing type does not exist in the CoC, select "Not Applicable" and indicate that in the text box for that housing type.

Indicate if any of the transitional housing projects in the CoC utilized the transition in place method; i.e., if participants in transitional housing units remained in the unit when exiting the program to permanent housing. If the units were transitioned, indicate how many.

**Emergency Shelter:** Yes

**Briefly describe the reason(s) for the change in Emergency Shelter beds, if applicable (limit 750 characters)**

Between 2011 and 2012 there was an increase of 51 emergency shelter beds, 49 for households with children and 2 for households without children. This increase of households primarily can be attributed to long term overcrowding, lack of affordable housing, and household barriers such as poor credit, previous landlord debt, and low income. The CoC general policy is to ensure the safety of children which includes increasing capacity to avoid unsheltered households with children. The CoC utilizes hotel placements for overflow shelter for families and increases capacity based on need. For households without children, beds were created when winter overflow beds were reconfigured to maximize shelter capacity.

**HPRP Beds:** Yes

**Briefly describe the reason(s) for the change in HPRP beds or units, if applicable (limit 750 characters)**

The number of HPRP beds decreased from 110 in 2011 to 10 in 2012 as the program funding was ending. Participants in the rapid re-housing program continued to have case management as they matriculated out of the program.

**Safe Haven:** No

**Briefly describe the reason(s) for the change in Safe Haven beds, if applicable (limit 750 characters)**

There were no changes to Safe Haven in 2012

**Transitional Housing:** Yes

**Briefly describe the reason(s) for the change in Transitional Housing beds, if applicable (limit 750 characters)**

There was no change in transitional housing beds for households without children.

For households with dependent children, there was an overall decrease of 45 beds. This decrease is partially attributed to the loss of 19 beds when one CoC program closed due to funding issues. To address an increasing need for permanent supportive housing among single-headed households with multiple spells of homelessness but who did not meet the definition of chronically homeless, another program converted 26 transitional housing beds to permanent supportive housing.

**Did any projects within the CoC utilize transition in place; i.e., participants in transitional housing units transitioned in place to permanent housing?** No

**If yes, how many transitional housing units in the CoC are considered "transition in place":**

**Permanent Housing:** Yes

**Briefly describe the reason(s) for the change in Permanent Housing beds, if applicable (limit 750 characters)**

In 2012 there was an increase of 123 permanent supportive housing beds from 1592 in 2011 to 1715 in 2012. This increase is attributed to expansion of beds by existing programs as well as the opening of several new programs including Lasko Manor, a 12 unit building for single adults operated by the local Public Housing Authority and the opening of the 2011 bonus project that created 26 beds for chronically homeless families. The CoC was also able to secure additional VASH subsidies for homeless veterans. An additional 26 beds were created when one provider converted their transitional program for families to permanent supportive housing.

**CoC certifies that all beds for homeless persons were included in the Housing Inventory Count (HIC) as reported on the Homelessness Data Exchange (HDX), regardless of HMIS participation and HUD funding:** Yes

## **1G. Continuum of Care (CoC) Housing Inventory Count - Data Sources and Methods**

### **Instructions:**

Complete the following items based on data collection methods and reporting for the Housing Inventory Count (HIC), including Unmet need determination. The information should be based on a survey conducted in a 24 hour period during the last ten days of January 2012. CoCs were expected to report HIC data on the Homelessness Data Exchange (HDX).

**Did the CoC submit the HIC data in HDX by April 30, 2012?** Yes

**If 'No', briefly explain why the HIC data was not submitted by April 30, 2012 (limit 750 characters)**

**Indicate the type of data sources or methods used to complete the housing inventory count (select all that apply):** HMIS plus housing inventory survey

**Indicate the steps taken to ensure the accuracy of the data collected and included in the housing inventory count (select all that apply):** Follow-up, Updated prior housing inventory information, Training, Instructions, HMIS, Confirmation

**Must specify other:**

**Indicate the type of data or method(s) used to determine unmet need (select all that apply):** Other, Unsheltered count, HMIS data, Housing inventory, Stakeholder discussion

**Specify "other" data types:**

The CoC used the formula for projecting unmet need for permanent housing described in guidance issued by HUD in December 2011, "Calculating Unmet Need for Homeless Individuals and Families"

**If more than one method was selected, describe how these methods were used together (limit 750 characters)**

It is the policy of the CoC to expand permanent supportive housing rather than year-round emergency and transitional shelter. (During the winter season, the number of emergency shelter beds is increased to meet the demand to keep people safe.) The need for permanent supportive housing was determined using the HUD issued methodology described above. The stakeholders reviewed the amount of unmet need identified by this calculation and revised this calculation based on data from HMIS, the unsheltered count, and the housing inventory to represent accurately the unmet need for permanent housing in the CoC.

## **2A. Homeless Management Information System (HMIS) Implementation**

### **Intructions:**

All CoCs are expected to have a functioning Homeless Management Information System (HMIS). An HMIS is a computerized data collection application that facilitates the collection of information on homeless individuals and families using residential or other homeless services and stores that data in an electronic format. CoCs should complete this section in conjunction with the lead agency responsible for the HMIS. All information should reflect the status of HMIS implementation as of the date of application submission.

**Select the HMIS implementation coverage area:** Single CoC

**Select the CoC(s) covered by the HMIS (select all that apply):** MD-601 - Montgomery County CoC

**Is there a governance agreement in place with the CoC?** No

**If yes, does the governance agreement include the most current HMIS requirements?**

**If the CoC does not have a governance agreement with the HMIS Lead Agency, please explain why and what steps are being taken towards creating a written agreement (limit 1000 characters)**

The CoC Collaborative Applicant is the HMIS Lead Agency, therefore no written governance agreement is required. The CoC does have written policies and procedures for HMIS that are in compliance with the most recent HUD requirements.

**Does the HMIS Lead Agency have the following plans in place?** Data Quality Plan, Privacy Plan, Security Plan

**Has the CoC selected an HMIS software product?** Yes

**If 'No', select reason:**

**If 'Yes', list the name of the product:** ServicePoint

**What is the name of the HMIS software company?** Bowman Systems

**Does the CoC plan to change HMIS software within the next 18 months?** No

**Indicate the date on which HMIS data entry started (or will start):** 10/16/2006  
(format mm/dd/yyyy)

**Indicate the challenges and barriers impacting the HMIS implementation (select all the apply):** None

**If CoC indicated that there are no challenges or barriers impacting HMIS implementation, briefly describe either why CoC has no challenges or how all barriers have been overcome (limit 1000 characters)**

The CoC continues to increase training opportunities and provide technical support to HMIS providers. This year we instituted one-on-one help hours to address specific program need. Montgomery County Department of Health and Human Services (DHHS), the CoC Collaborative Applicant, continues to contract with Bowman Systems, the CoC's HMIS vendor, to provide a 0.8 Full-Time Equivalent position to provide ongoing training and support. This position continues to train agency HMIS administrators to generate and interpret reports, as well as to review monthly data quality reports to identify areas for improvement. In addition, DHHS IT staff executes 25 daily data quality queries and provides direct feedback to providers regarding data quality issues. This continues to lead to significant improvement in data quality, which enables the CoC to use the HMIS to conduct validation of homeless data.

**If CoC identified one or more challenges or barriers impacting HMIS implementation, briefly describe how the CoC plans to overcome them (limit 1000 characters)**

**Does the CoC lead agency coordinate with the HMIS lead agency to ensure that HUD data standards are captured?** Yes

## 2B. Homeless Management Information System (HMIS): Funding Sources

In the chart below, enter the total budget for the CoC's HMIS project for the current operating year and identify the funding amount for each source:

Operating Start Month/Year	July	2012
Operating End Month/Year	June	2013

### Funding Type: Federal - HUD

Funding Source	Funding Amount
SHP	
ESG	\$10,000
CDGB	
HOPWA	
HPRP	
Federal - HUD - Total Amount	\$10,000

### Funding Type: Other Federal

Funding Source	Funding Amount
Department of Education	
Department of Health and Human Services	
Department of Labor	
Department of Agriculture	
Department of Veterans Affairs	
Other Federal	
Other Federal - Total Amount	

### Funding Type: State and Local

Funding Source	Funding Amount
City	
County	\$145,500
State	
State and Local - Total Amount	\$145,500

**Funding Type: Private**

Funding Source	Funding Amount
Individual	
Organization	
Private - Total Amount	

**Funding Type: Other**

Funding Source	Funding Amount
Participation Fees	

Total Budget for Operating Year	\$155,500
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Is the funding listed above adequate to fully fund HMIS? Yes

If 'No', what steps does the CoC Lead agency, working with the HMIS Lead agency, plan to take to increase the amount of funding for HMIS?  
(limit 750 characters)

How was the HMIS Lead Agency selected by the CoC? Other

If Other, explain  
(limit 750 characters)

The CoC Collaborative Applicant serves as the HMIS Lead Agency. The CoC Collaborative Applicant took on and maintains this role due its capacity and expertise. An outside HMIS Lead Agency has not been selected via a competitive process or appointed by the CoC

## 2C. Homeless Management Information Systems (HMIS) Bed and Service Volume Coverage

### Instructions:

HMIS bed coverage measures the level of provider participation in a CoC's HMIS. Participation in HMIS is defined as the collection and reporting of client level data either through direct data entry into the HMIS or into an analytical database that includes HMIS data on an at least annual basis.

HMIS bed coverage is calculated by dividing the total number of year-round beds located in HMIS-participating programs by the total number of year-round beds in the Continuum of Care (CoC), after excluding beds in domestic violence (DV) programs. HMIS bed coverage rates must be calculated separately for emergency shelters, transitional housing, and permanent supportive housing.

The 2005 Violence Against Women Act (VAWA) Reauthorization bill restricts domestic violence provider participation in HMIS unless and until HUD completes a public notice and comment process. Until the notice and comment process is completed, HUD does not require nor expect domestic violence providers to participate in HMIS. HMIS bed coverage rates are calculated excluding domestic violence provider beds from the universe of potential beds.

**Indicate the HMIS bed coverage rate (%) for each housing type within the CoC. If a particular housing type does not exist anywhere within the CoC, select "Housing type does not exist in CoC" from the drop-down menu:**

* Emergency Shelter (ES) beds	86%+
* HPRP beds	86%+
* Safe Haven (SH) beds	86%+
* Transitional Housing (TH) beds	86%+
* Rapid Re-Housing (RRH) beds	86%+
* Permanent Housing (PH) beds	86%+

**How often does the CoC review or assess its HMIS bed coverage?** At least Monthly

**If bed coverage is 0-64%, describe the CoC's plan to increase this percentage during the next 12 months:**

## 2D. Homeless Management Information System (HMIS) Data Quality

### Instructions:

HMIS data quality refers to the extent that data recorded in an HMIS accurately reflects the extent of homelessness and homeless services in a local area. In order for HMIS to present accurate and consistent information on homelessness, it is critical that all HMIS have the best possible representation of reality as it relates to homeless people and the programs that serve them. Specifically, it should be a CoC's goal to record the most accurate, consistent and timely information in order to draw reasonable conclusions about the extent of homelessness and the impact of homeless services in its local area. Answer the questions below related to the steps the CoC takes to ensure the quality of its data. In addition, the CoC will indicate participation in the Annual Homelessness Assessment Report (AHAR) and Homelessness Pulse project for 2011 and 2012 as well as whether or not they plan to contribute data in 2013.

Does the CoC have a Data Quality Plan in place for HMIS? Yes

What is the HMIS service volume coverage rate for the CoC?

Types of Services	Volume coverage percentage
Outreach	12%
Rapid Re-Housing	0%
Supportive Services	6%

Indicate the length of stay homeless clients remain in the housing types in the grid below. If a housing type does not apply enter "0":

Type of Housing	Average Length of Time in Housing (Months)
Emergency Shelter	2
Transitional Housing	9
Safe Haven	6

Indicate the percentage of unduplicated client records with null or missing values on a day during the last 10 days of January 2012 for each Universal Data Element below:

Universal Data Element	Records with no values (%)	Records where value is refused or unknown (%)
Name	0%	0%
Social security number	0%	4%
Date of birth	0%	0%
Ethnicity	0%	0%

Universal Data Element	Records with no values (%)	Records where value is refused or unknown (%)
Race	0%	0%
Gender	0%	0%
Veteran status	0%	1%
Disabling condition	1%	4%
Residence prior to program entry	0%	2%
Zip Code of last permanent address	0%	9%
Housing status	1%	1%
Destination	0%	0%
Head of household	0%	0%

**How frequently does the CoC review the quality of project level data, including ESG?** At least Monthly

**Describe the process, extent of assistance, and tools used to improve data quality for agencies participating in the HMIS (limit 750 characters)**

Data quality reports are run daily & monthly for CoC & ESG projects to assist agency HMIS administrators to identify clients with null values in one or more of the eleven assessment based Universal Data Elements (UDEs) required by HUD. Reports are completed and reviewed with the CoC's HMIS Administrator. This review has resulted in resolving over 505 data quality issues in FY12, a decline from 599 in FY11.

Also on a monthly basis, agencies submit a data quality summary report that verifies HMIS data including UDE completion, HUD APR data, Client Served total, and any multiple duplication entry issues to the HMIS lead agency. This information is reviewed by each project's assigned program monitor and approved by the HMIS administrator.

**How frequently does the CoC review the quality of client level data?** At least Monthly

**If less than quarterly for program level data, client level data, or both, explain the reason(s) (limit 750 characters)**

**Does the HMIS have existing policies and procedures in place to ensure that valid program entry and exit dates are recorded in HMIS?** Yes

**Indicate which reports the CoC submitted usable data (Select all that apply):** 2012 AHAR Supplemental Report on Homeless Veterans, 2012 AHAR

**Indicate which reports the CoC plans to submit usable data (Select all that apply):** 2013 AHAR Supplemental Report on Homeless Veterans, 2013 AHAR

## 2E. Homeless Management Information System (HMIS) Data Usage

### Instructions:

CoCs can use HMIS data for a variety of applications. These include, but are not limited to, using HMIS data to understand the characteristics and service needs of homeless people, to analyze how homeless people use services, and to evaluate program effectiveness and outcomes.

In this section, CoCs will indicate the frequency in which it engages in the following.

- Integrating or warehousing data to generate unduplicated counts
- Point-in-time count of sheltered persons
- Point-in-time count of unsheltered persons
- Measuring the performance of participating housing and service providers
- Using data for program management
- Integration of HMIS data with data from mainstream resources

Additionally, CoCs will indicate if the HMIS is able to generate program level that is used to generate information for Annual Progress Reports for: HMIS, transitional housing, permanent housing, supportive services only, outreach, rapid re-housing, emergency shelters, and prevention.

**Indicate the frequency in which the CoC uses HMIS data for each of the following:**

<b>Integrating or warehousing data to generate unduplicated counts:</b>	Never
<b>Point-in-time count of sheltered persons:</b>	At least Annually
<b>Point-in-time count of unsheltered persons:</b>	At least Annually
<b>Measuring the performance of participating housing and service providers:</b>	At least Quarterly
<b>Using data for program management:</b>	At least Monthly
<b>Integration of HMIS data with data from mainstream resources:</b>	Never

**Indicate if your HMIS software is able to generate program-level reporting:**

Program Type	Response
HMIS	Yes
Transitional Housing	Yes
Permanent Housing	Yes
Supportive Services only	Yes
Outreach	Yes
Rapid Re-Housing	Yes
Emergency Shelters	Yes
Prevention	Yes

## 2F. Homeless Management Information Systems (HMIS) Data, Technical, and Security Standards

### Instructions:

In order to enable communities across the country to collect homeless services data consistent with a baseline set of privacy and security protections, HUD has published HMIS Data and Technical Standards. The standards ensure that every HMIS captures the information necessary to fulfill HUD reporting requirements while protecting the privacy and informational security of all homeless individuals.

Each CoC is responsible for ensuring compliance with the HMIS Data and Technical Standards. CoCs may do this by completing compliance assessments on a regular basis and through the development of an HMIS Policy and Procedures manual. In the questions below, CoCs are asked to indicate the frequency in which they complete compliance assessment.

**For each of the following HMIS privacy and security standards, indicate the frequency in which the CoC and/or HMIS Lead Agency complete a compliance assessment:**

* Unique user name and password	At least Monthly
* Secure location for equipment	At least Monthly
* Locking screen savers	At least Monthly
* Virus protection with auto update	At least Monthly
* Individual or network firewalls	Never
* Restrictions on access to HMIS via public forums	At least Monthly
* Compliance with HMIS policy and procedures manual	At least Monthly
* Validation of off-site storage of HMIS data	At least Monthly

**How often does the CoC Lead Agency assess compliance with the HMIS Data and Technical Standards and other HMIS Notices?** At least Monthly

**How often does the CoC Lead Agency aggregate data to a central location (HMIS database or analytical database)?** At least Monthly

**Does the CoC have an HMIS Policy and Procedures Manual?** Yes

**If 'Yes', does the HMIS Policy and Procedures manual include governance for:**

HMIS Lead Agency	<input checked="" type="checkbox"/>
Contributory HMIS Organizations (CHOs)	<input checked="" type="checkbox"/>

**If 'Yes', indicate date of last review or update by CoC:** 08/27/2012

**If 'Yes', does the manual include a glossary of terms?** Yes

**If 'No', indicate when development of manual will be completed (mm/dd/yyyy):**

## **2G. Homeless Management Information System (HMIS) Training**

### **Instructions:**

Providing regular training opportunities for homeless assistance providers that are participating in a local HMIS is a way that CoCs can ensure compliance with the HMIS Data and Technical Standards. In the section below, CoCs will indicate how frequently they provide certain types of training to HMIS participating providers.

**Indicate the frequency in which the CoC or HMIS Lead Agency offers each of the following training activities:**

* Privacy/Ethics training	At least Monthly
* Data security training	At least Monthly
* Data quality training	At least Monthly
* Using data locally	At least Monthly
* Using HMIS data for assessing program performance	At least Monthly
* Basic computer skills training	Never
* HMIS software training	At least Monthly
* Policy and procedures	At least Monthly
* Training	At least Monthly
* HMIS data collection requirements	At least Monthly

## **2H. Continuum of Care (CoC) Sheltered Homeless Point-in-Time (PIT) Count**

### **Instructions:**

The point-in-time count assists communities and HUD towards understanding the characteristics and number of people sleeping on the streets, including places not meant for human habitation, emergency shelters, and transitional housing. Beginning in 2012, CoCs are required to conduct a sheltered point-in-time count annually. The requirement for unsheltered point-in-time counts remains every two years; however, CoCs are strongly encouraged to conduct the unsheltered point-in-time count annually. CoCs are to indicate the date of the sheltered point-in-time count and what percentage of the community's homeless services providers participated and whether there was an increase, decrease, or no change between the 2011 and 2012 sheltered counts.

CoCs will also need to indicate the percentage of homeless service providers supplying sheltered information and determining what gaps and needs were identified.

**How frequently does the CoC conduct the its sheltered point-in-time count:** annually (every year)

**Indicate the date of the most recent sheltered point-in-time count (mm/dd/yyyy):** 01/25/2012

**If the CoC conducted the sheltered point-in-time count outside the last 10 days in January, was a waiver from HUD obtained prior to January 19, 2012?** Not Applicable

**Did the CoC submit the sheltered point-in-time count data in HDX by April 30, 2012?** Yes

**If 'No', briefly explain why the sheltered point-in-time data was not submitted by April 30, 2012 (limit 750 characters)**

**Indicate the percentage of homeless service providers supplying sheltered population and subpopulation data for the point-in-time count that was collected via survey, interview and HMIS:**

Housing Type	Observation	Provider Shelter	Client Interview	HMIS
Emergency Shelters	0%	100%	90%	30%
Transitional Housing	0%	100%	30%	90%
Safe Havens	0%	100%	90%	90%

**Comparing the 2011 and 2012 sheltered point-in-time counts, indicate if there was an increase, decrease, or no change and describe the reason(s) for the increase, decrease, or no change (limit 750 characters)**

Overall homelessness decreased to 982 in 2012 from 1,141 in 2011. This 13.3 percent decrease can primarily be attributed to an increase in permanent supportive housing that enabled persons to exit homelessness. Households without children experienced a 20.8 percent decrease from 758 in 2011 to 600 in 2012. The total number of homeless households with children remained almost unchanged from the 2011 enumeration. However, the number households with children in emergency shelter increased 25.5 percent from 55 in the 2011 enumeration to 69 in 2012 while the number in transitional housing decreased. This increase can be attributed to lack of housing that is affordable to low-wage working families and the households' exhaustion of its financial resources and social networks which previously provided temporary supports.

**Based on the sheltered point-in-time information gathered, what gaps/needs were identified in the following:**

Need/Gap	Identified Need/Gap (limit 750 characters)
* Housing	The calculation of unmet need using Point-in-Time data shows that there is insufficient permanent supportive housing in the CoC for persons experiencing homelessness who need it. A total of 372 additional permanent supportive units are needed for singles and 55 additional permanent supportive housing units for families (156 beds) are needed to assure adequate housing in the CoC.
* Services	A review of income and employment participation identified a gap in the CoC related to employment readiness, job search assistance, vocational training, and employment coaching services. In 2012 only 17% of homeless single adults and 47% of homeless adults in families were employed. Looking at income for this same population, 80% of adults and 65% of adults in families had income at or below \$18,000 per year which is well below 30% of area median income for the CoC. Low income and low employment rates are a significant barrier in helping households exit homelessness and prevent households from entering homelessness.
* Mainstream Resources	The CoC has a high rate of utilization of mainstream resources and has not identified any specific gap/need in this area. The CoC has four outreach providers that assist homeless persons in obtaining mainstream resources including one provider that is the designated SOAR special populations provider.

## 2I. Continuum of Care (CoC) Sheltered Homeless Population & Subpopulations: Methods

### Instructions:

Accuracy of the data reported in the sheltered point-in-time count is vital. Data produced from these counts must be based on reliable methods and not on "guesstimates." CoCs may use one or more method(s) to count sheltered homeless persons. This form asks CoCs to identify and describe which method(s) were used to conduct the sheltered point-in-time count. The description should demonstrate how the method(s) was used to produce an accurate count.

**Indicate the method(s) used to count sheltered homeless persons during the 2012 point-in-time count (Select all that apply):**

Survey providers:	<input checked="" type="checkbox"/>
HMIS:	<input checked="" type="checkbox"/>
Extrapolation:	<input type="checkbox"/>
Other:	<input type="checkbox"/>

**If Other, specify:**

**Describe the methods used by the CoC, based on the selection(s) above, to collect data on the sheltered homeless population during the 2012 point-in-time count. Response should indicate how the method(s) selected were used to produce accurate data (limit 1500 characters)**

In compliance with the governing board, HUD requirements and nearby jurisdictions, an Excel spreadsheet was developed to obtain required information. The sheltered population count was then collected in two ways. First, emergency shelters interviewed clients and gathered information from HMIS that was entered into the Excel spreadsheet. The Excel form was forwarded to the CoC collaborative applicant (DHHS) for tabulation. Second, transitional shelter, safe havens, and housing providers entered information into the Excel form using HMIS and case record information. The Excel form was forwarded to the CoC collaborative applicant for tabulation and was validated using HMIS data. Discrepancies were resolved at the agency level to match Excel and HMIS counts.

To assure the accuracy of data collected, emergency, transitional, safe havens, and permanent housing providers were provided written instructions, training on the data collection protocol including use of the Excel form and individual technical support. Reminders were sent via email and the upcoming count was discussed at meetings to assure that survey providers were prepared to conduct the count on the designated date. After the count, DHHS followed up with providers to assure that data was submitted. In addition, de-duplication techniques were utilized to merge data from all providers to identify those individuals who might have been counted twice.

## 2J. Continuum of Care (CoC) Sheltered Homeless Population and Subpopulation: Data Collection

### Instructions:

CoCs are required to produce data on seven subpopulations. These subpopulations are: chronically homeless, severely mentally ill, chronic substance abuse, veterans, persons with HIV/AIDS, victims of domestic violence, and unaccompanied youth (under 18). Subpopulation data is required for sheltered homeless persons. Sheltered chronically homeless persons are those living in emergency shelters only.

CoCs may use a variety of methods to collect subpopulation information on sheltered homeless persons and may utilize more than one in order to produce the most accurate data. This form asks CoCs to identify and describe which method(s) were used to gather subpopulation information for sheltered populations during the most recent point-in-time count. The description should demonstrate how the method(s) was used to produce an accurate count.

**Indicate the method(s) used to gather and calculate subpopulation data on sheltered homeless persons (select all that apply):**

	<b>HMIS</b>	<input checked="" type="checkbox"/>
	<b>HMIS plus extrapolation:</b>	<input type="checkbox"/>
<b>Sample of PIT interviews plus extrapolation:</b>		<input type="checkbox"/>
	<b>Sample strategy:</b>	
	<b>Provider expertise:</b>	<input checked="" type="checkbox"/>
	<b>Interviews:</b>	<input checked="" type="checkbox"/>
<b>Non-HMIS client level information:</b>		<input checked="" type="checkbox"/>
	<b>None:</b>	<input type="checkbox"/>
	<b>Other:</b>	<input type="checkbox"/>

**If Other, specify:**

**Describe the methods used by the CoC, based on the selection(s) above, to collect data on the sheltered homeless subpopulations during the 2012 point-in-time count. Response should indicate how the method(s) selected were used in order to produce accurate data on all of the sheltered subpopulations (limit 1500 characters)**

Subpopulation data was collected in two ways. First, for emergency shelters, clients were interviewed and information was entered into an Excel form and HMIS. Subpopulation data was derived from client interviews, case records, HMIS information, and input from case managers. The Excel form was forwarded to the CoC collaborative applicant for tabulation. Second, transitional shelters, safe havens and housing providers entered subpopulation data into the Excel form using HMIS, case record information, and case manager input. Using these data sources, the CoC gathered information about client characteristics including chronic homelessness, serious mental illness, substance abuse, veteran status, HIV/AIDS, domestic violence, and chronic health.

To assure the accuracy of data collected, all providers were given written instructions and training on the data collection protocol including the definitions for each subpopulation. Reminders were sent via email and the count was discussed during meetings to assure that survey providers were prepared to conduct the count on the designated date. After the count, the Collaborative Applicant followed up with providers to assure that data was submitted. In addition, de-duplication techniques were utilized to merge data from all providers to identify those individuals who might have been counted twice.

## 2K. Continuum of Care (CoC) Sheltered Homeless Population and Subpopulation: Data Quality

### Instructions:

The data collected during point-in-time counts is vital for CoCs and HUD. Communities need accurate data to determine the size and scope of homelessness at the local level to plan services and programs that will appropriately address local needs and measure progress in addressing homelessness. HUD needs accurate data to understand the extent and nature of homelessness throughout the country and to provide Congress and OMB with information regarding services provided, gaps in service, performance, and funding decisions. It is vital that the quality of data reported accurate and of high quality. CoCs may undertake once or more actions to improve the quality of the sheltered population data.

Indicate the method(s) used to verify the data quality of sheltered homeless persons (select all that apply):

Instructions:	<input checked="" type="checkbox"/>
Training:	<input checked="" type="checkbox"/>
Remind/Follow-up	<input checked="" type="checkbox"/>
HMIS:	<input checked="" type="checkbox"/>
Non-HMIS de-duplication techniques:	<input checked="" type="checkbox"/>
None:	<input type="checkbox"/>
Other:	<input type="checkbox"/>

If Other, specify:

If selected, describe the non-HMIS de-duplication techniques used by the CoC to ensure the data quality of the sheltered persons count (limit 1000 characters)

During the point-in-time count, three items of identifying information were collected from clients: first three letters of the last name, date of birth, and gender. All providers are required to identify twins or triplets via a comment on the excel form. The data collected from all provider agencies were merged using these identifying variables. These variables allowed the CoC to de-duplicate the data using statistical software as well as to identify those individuals who were sheltered rather than street homeless (i.e., individuals who were counted in both a shelter and on the street would be considered sheltered rather than unsheltered).

**Based on the selections above, describe the methods used by the CoC to verify the quality of data collected on the sheltered homeless population during the 2012 point-in-time count. The response must indicate how each method selected above was used in order to produce accurate data on all of the sheltered populations (limit 1500 characters)**

The Montgomery County Department of Health and Human Services (DHHS), the CoC Collaborative Applicant, coordinates the PIT count and utilized multiple methods to assure accurate data. Prior to the PIT Count all providers were given written instructions and training on the data collection protocol including the definitions for each subpopulation. Reminders were sent via email and the count was discussed during meetings to assure that survey providers were prepared to conduct the count on the designated date.

DHHS followed up with providers to assure that data was submitted using a standard Excel template and reviewed information for accuracy. De-duplication techniques were utilized to merge data from all providers to identify those individuals who might have been counted twice or as both sheltered and street homeless (i.e. Individuals who were counted both in shelter and on the street would be considered sheltered.) In addition, data submitted by providers was compared to HMIS data as a benchmark to identify major discrepancies in the data.

## **2L. Continuum of Care (CoC) Unsheltered Homeless Point-in-Time (PIT) Count**

### **Instructions:**

The unsheltered point-in-time count assists communities and HUD towards understanding the characteristics and number of people sleeping on the streets, including places not meant for human habitation. CoCs are required to conduct an unsheltered point-in-time count every two years (biennially); however, CoCs are strongly encouraged to conduct the unsheltered point-in-time count annually. CoCs are to indicate the date of the last unsheltered point-in-time count and whether there was an increase, decrease, or no change between the last point-in-time count and the last official point-in-time count conducted in 2011.

**How frequently does the CoC conduct an unsheltered point-in-time count?** annually (every year)

**Indicate the date of the most recent unsheltered point-in-time count (mm/dd/yyyy):** 01/25/2012

**If the CoC conducted the unsheltered point-in-time count outside the last 10 days in January, was a waiver from HUD obtained prior to January 19, 2011 or January 19, 2012?** Not Applicable

**Did the CoC submit the unsheltered point-in-time count data in HDX by April 30, 2012?** Yes

**If 'No', briefly explain why the unsheltered point-in-time data was not submitted by April 30, 2011 (limit 750 characters)**

**Comparing the 2011 unsheltered point-in-time count to the last unsheltered point-in-time count, indicate if there was an increase, decrease, or no change and describe the reason(s) for the increase, decrease, or no change (limit 750 characters)**

The unsheltered population decreased to 130 in 2012 from 226 in 2011 resulting in a 42 percent reduction. The decrease can be partially attributed to an increase in permanent supportive housing for single adults as well as expanded outreach efforts and increased case management to engage unsheltered homeless persons to connect them with services and housing. The CoC held its first "Homeless Resource Day," an innovative approach to reach out to persons experiencing homelessness and provide services. More than 300 people attended this highly successful event. The severe weather storm that affected the region during the 2011 enumeration may have contributed to data collection errors that led to over reporting.

## **2M. Continuum of Care (CoC) Unsheltered Homeless Population and Subpopulation: Methods**

### **Instructions:**

Accuracy of the data reported in point-in-time counts is vital. Data produced from these counts must be based on reliable methods and not on "guesstimates." CoCs may use one or more methods to count unsheltered homeless persons. This form asks CoCs to identify which method(s) they use to conduct their point-in-time counts and whether there was an increase, decrease, or no change between 2011 and the last unsheltered point-in-time count.

**Indicate the method(s) used to count unsheltered homeless persons during the 2011 or 2012 point-in-time count (select all that apply):**

<b>Public places count:</b>	<input type="checkbox"/>
<b>Public places count with interviews on the night of the count:</b>	<input checked="" type="checkbox"/>
<b>Public places count with interviews at a later date:</b>	<input type="checkbox"/>
<b>Service-based count:</b>	<input checked="" type="checkbox"/>
<b>HMIS:</b>	<input type="checkbox"/>
<b>Other:</b>	<input type="checkbox"/>
<b>None:</b>	<input type="checkbox"/>

**If Other, specify:**

**Describe the methods used by the CoC based on the selections above to collect data on the unsheltered homeless populations and subpopulations during the most recent point-in-time count. Response should indicate how the method(s) selected above were used in order to produce accurate data on all of the unsheltered populations and subpopulations (limit 1500 characters)**

Montgomery County Dept. of Health & Human Services (DHHS), the CoC Collaborative Applicant, worked with local police districts to identify homeless encampments. Two weeks prior to the count, outreach providers distributed flyers explaining the purpose of the point-in-time. Prior notification of the PIT allowed outreach providers the opportunity to engage people, estimate the number of homeless persons, and recruit additional volunteers for the count. Three teams, each with at least one Spanish speaking person, conducted interviews and ensured coverage throughout the County. In addition, homeless day providers, local soup kitchens and street outreach programs conducted client interviews. Information from interviews was entered into an Excel form and HMIS. The Excel form was forwarded to DHHS for tabulation.

To assure the accuracy of data collected all providers were given written instructions and training on the data collection protocol including the definitions for each subpopulation. Reminders were sent via email and the count was discussed during meetings to assure that survey providers were prepared to conduct the count on the designated date. After the count, DHHS followed up with providers to assure that data was submitted. In addition, de-duplication techniques were utilized to merge data from all providers to identify those individuals who might have been counted twice or as both sheltered and street homeless (i.e. Individuals who were counted both in shelter and on the street would be considered sheltered).

## **2N. Continuum of Care (CoC) Unsheltered Homeless Population and Subpopulation: Level of Coverage**

### **Instructions:**

CoCs may utilize several methods when counting unsheltered homeless persons. CoCs need to determine what area(s) they will go to in order to count this population. For example, CoCs may canvas an entire area or only those locations where homeless persons are known to sleep. CoCs are to indicate the level of coverage incorporated when conducting the unsheltered count.

**Indicate where the CoC located the unsheltered homeless persons (level of coverage) that were counted in the last point-in-time count:** A Combination of Locations

**If Other, specify:**

Not applicable

## 20. Continuum of Care (CoC) Unsheltered Homeless Population and Subpopulation: Data Quality

### Instructions:

The data collected during point-in-time counts is vital for CoCs and HUD. Communities need accurate data to determine the size and scope of homelessness at the local level to plan services and programs that will appropriately address local needs and measure progress in addressing homelessness. HUD needs accurate data to understand the extent and nature of homelessness throughout the country and to provide Congress and OMB with information regarding services provided, gaps in service, performance, and funding decisions. It is vital that the quality of data reported is accurate and of high quality. CoCs may undertake one or more actions to improve the quality of the sheltered population data.

All CoCs should engage in activities to reduce the occurrence of counting unsheltered persons more than once during the point-in-time count. The strategies are known as de-duplication techniques. De-duplication techniques should always be implemented when the point-in-time count extends beyond one night or takes place during the day at service locations used by homeless persons that may or may not use shelters. CoCs are to describe de-duplication techniques used in the point-in-time count. CoCs are also asked to describe outreach efforts to identify and engage homeless individuals and families.

**Indicate the steps taken by the CoC to ensure the quality of the data collected for the unsheltered population count (select all that apply):**

<b>Training:</b>	<input checked="" type="checkbox"/>
<b>HMIS:</b>	<input checked="" type="checkbox"/>
<b>De-duplication techniques:</b>	<input checked="" type="checkbox"/>
<b>"Blitz" count:</b>	<input type="checkbox"/>
<b>Unique identifier:</b>	<input type="checkbox"/>
<b>Survey question:</b>	<input checked="" type="checkbox"/>
<b>Enumerator observation:</b>	<input type="checkbox"/>
<b>Other:</b>	<input type="checkbox"/>

**If Other, specify:**

**Describe the techniques, as selected above, used by the CoC to reduce the occurrence of counting unsheltered homeless persons more than once during the most recent point-in-time count (limit 1500 characters)**

To reduce the occurrence of counting unsheltered homeless persons more than once during the point-in-time count, three items of identifying information were collected from clients: first three letters of the last name date of birth, and gender. Agencies are required to include a comment or "t" to identify twins or triplets. The data collected from all provider agencies was then merged using these identifying variables. These variables allowed the CoC to de-duplicate the data using statistical software to ensure that unsheltered individuals were not counted more than once as well as to identify those individuals who were sheltered rather than street homeless (i.e., individuals who were counted in both a shelter and on the street would be considered sheltered rather than unsheltered).

To assure the accuracy of data, the CoC trained all providers participating in the count of unsheltered homeless persons on the data collection protocol including the importance of collecting identifying information. In addition, the survey protocol required providers to ask where the person being interviewed slept the previous evening. If the response indicated that the person slept at an emergency shelter, transitional shelter, safe haven, permanent supportive housing program or was not homeless, the individual was not included in the unsheltered survey.

**Describe the CoCs efforts to reduce the number of unsheltered homeless households with dependent children. Discussion should include the CoCs outreach plan (limit 1500 characters)**

The standard operating procedure of the CoC is that households with dependent children are always assessed for emergency shelter. If emergency shelters are at full capacity, overflow shelter in hotel is explored. Outreach to unsheltered households occurs via the police, outreach providers, Child Welfare Services, Montgomery County Public School (MCPS), and the general public. Once identified, families are directed to the nearest designated assessment site or to the Montgomery County Crisis Center, which is staffed seven days a week, 24 hours a day. Coordination and collaboration with the MCPS Homeless Liaison and DHHS school based programs occur to ensure the education needs of homeless children are addressed.

Prevention of homelessness continues to be an important strategy to reduce the number of unsheltered households with dependent children. The CoC implemented a variety of initiatives designed to prevent eviction and help families preserve their housing including emergency grants, rental and home energy subsidies, as well as case management services to improve budgeting, increase vocational skills, and access needed services. The programs are supported with state, local, and federal ESG funding. In addition, the CoC Collaborative Applicant (DHHS) has also partnered with MCPS to provide outreach services to families identified by the schools as at-risk of homelessness and connect them to needed services.

**Describe the CoCs efforts to identify and engage persons that routinely sleep on the streets or other places not meant for human habitation (limit 1500 characters)**

The CoC uses a range of strategies to identify & engage unsheltered homeless persons in the geographic area. Three day centers operated by Bethesda Cares, Montgomery Avenue Women's Center & Interfaith Works Community Visions provide meals, psychiatric services, pharmacy assistance, computer access, job readiness, vocational training, case management & linkages to shelter, housing, mainstream benefits & other resources.

Street outreach is conducted by People Encouraging People (PEP) county-wide, by Community Visions in Silver Spring, & by Bethesda Cares in Bethesda. The City of Gaithersburg in coordination with Lord's Table provides outreach to encampments. All provide case management & link to medical care, behavioral health treatment, mainstream benefits, shelter & housing. As the State designated special needs provider for SOAR, PEP also assists with benefit enrollment & obtaining identification.

Montgomery County Police use a formal protocol to report street homeless persons to outreach teams for follow-up. During severe weather, the police will bring homeless persons to shelters.

Other engagement includes food assistance & medical care. Food assistance is provided by Shepherd's Table, which operates an evening soup kitchen & provides mail service, transportation tokens, vision screening, & prescription assistance; and by Lord's Table, which operates a soup kitchen & conducts outreach services. Health Care for the Homeless provides medical care & referrals.

## **3A. Continuum of Care (CoC) Strategic Planning Objectives**

### **Objective 1: Create new permanent housing beds for chronically homeless persons.**

#### **Instructions:**

Ending chronic homelessness continues to be a HUD priority. CoCs can do this by creating new permanent housing beds that are specifically designated for this population.

CoCs will enter the number of permanent housing beds expected to be in place in 12 months, 5 years, and 10 years. These future estimates should be based on the definition of chronically homeless.

CoCs are to describe the short-term and long-term plans for creating new permanent housing beds for chronically homeless individuals and families who meet the definition of chronically homeless. CoCs will also indicate the current number of permanent housing beds designated for chronically homeless individuals and families. This number should match the number of beds reported in the FY2012 Housing Inventory Count (HIC) and entered into the Homeless Data Exchange (HDX).

**How many permanent housing beds are currently in place for chronically homeless persons?** 190

**In 12 months, how many permanent housing beds designated for chronically homeless persons are planned and will be available for occupancy?** 211

**In 5 years, how many permanent housing beds designated for chronically homeless persons are planned and will be available for occupancy?** 260

**In 10 years, how many permanent housing beds designated for chronically homeless persons are planned and will be available for occupancy?** 320

**Describe the CoC's short-term (12 month) plan to create new permanent housing beds for persons who meet HUD's definition of chronically homeless (limit 1000 characters)**

The CoC's plans to create permanent housing beds for chronically homeless persons include:

1. Interfaith Works will open its new permanent supportive housing program which created 14 beds for chronically homeless households without children.
2. The CoC will continue to apply for bonus funding. A new provider, People Encouraging People will apply for the Permanent Housing Bonus to create 13 beds for chronically homeless households without children with a priority on those that have been homeless the longest.
3. The Housing Initiative Program will prioritize 7 beds in its newly created medical vulnerable program for chronically homeless persons. This program addresses a gap in the CoC to engage street homeless and provide on-going medical support and case management services to maintain stabilization in permanent supportive housing.

**Describe the CoC's long-term (10 year) plan to create new permanent housing beds for persons who meet HUD's definition of chronically homeless (limit 1000 characters)**

The CoC long term goals to create new beds for the chronically homeless include:

1. The Montgomery County Dept of Health & Human Services (DHHS), Collaborative Applicant will continue to work with the Department of Housing & Community Affairs, Housing Opportunities Commission, housing developers and other interested parties to explore ways to increase the supply of Personal Living Quarters.
2. DHHS, Housing Opportunities Commission, homeless outreach and homeless shelter providers will continue to collaborate with the Veterans Administration to obtain and utilize VASH vouchers.
3. DHHS will continue to assist permanent supportive housing providers to apply for federal, state, local and private funding to create additional chronically homeless beds.
4. CoC permanent supportive housing providers including MCCH, Interfaith Works, Dwelling Place, NCCF, and others will continue to apply for the HUD CoC Permanent Supportive Housing Bonus.

**Describe how the CoC, by increasing the number of permanent housing beds for chronically homeless, will obtain the national goal of ending chronic homelessness by the year 2015 (limit 1000 characters)**

While not all homeless persons need permanent supportive housing (PSH), it is estimated that approximately one-half of chronically homeless persons will in order to achieve housing stability. Increasing the supply of PSH units for chronically homeless persons will help address a documented under supply in the CoC . The CoC will to pursue new funding for PSH for chronically homeless persons and explore designating existing PSH units for chronically homeless persons upon turnover.

The CoC is will also work to end chronic homelessness by enhancing supportive services that will enable chronically homeless persons to address barriers to self-sufficiency and housing stability such as income, employment, budgeting, and health/medical needs. Additionally the CoC will continue to provide financial assistance & supportive services to prevent entry into homelessness. Finally, the CoC will develop strategies to connect chronically homeless persons who do not need PSH to other housing programs including locally funded shallow and deep subsidy programs.

## **3A. Continuum of Care (CoC) Strategic Planning Objectives**

**Objective 2: Increase the percentage of participants remaining in CoC funded permanent housing projects for at least six months to 80 percent or more.**

### **Instructions:**

Increasing self-sufficiency and stability of permanent housing program participants is an important outcome measurement of HUD's homeless assistance programs. Each CoC-funded permanent housing project is expected to report the percentage of participants remaining in permanent housing for more than six months on its Annual Performance Report (APR). CoCs then use this data from all of its permanent housing projects to report on the overall CoC performance on form 4C. Continuum of Care (CoC) Housing Performance.

In this section, CoCs will indicate the current percentage of participants remaining in these projects, as indicated on form 4C, as well as the expected percentage in 12 months, 5 years, and 10 years. CoCs that do not have any CoC-funded permanent housing projects for which an APR was required should indicate this by entering "0" in the numeric fields and note that this type of project does not exist in the CoC in the narratives. CoCs are then to describe short-term and long-term plans for increasing the percentage of participants remaining in all of its CoC-funded permanent housing projects (SHP-PH or S+C) to at least 80 percent.

**What is the current percentage of participants remaining in CoC-funded permanent housing projects for at least six months?** 92%

**In 12 months, what percentage of participants will have remained in CoC-funded permanent housing projects for at least six months?** 93%

**In 5 years, what percentage of participants will have remained in CoC-funded permanent housing projects for at least six months?** 94%

**In 10 years, what percentage of participants will have remained in CoC-funded permanent housing projects for at least six months?** 94%

**Describe the CoCs short-term (12 month) plan to increase the percentage of participants remaining in CoC-funded permanent housing projects for at least six months to 80 percent or higher (limit 1000 characters)**

The CoC exceeds this goal and will continue the following strategies:

1. Permanent Housing providers including Montgomery County Coalition for the Homeless, The Dwelling Place, Interfaith Works and the Housing Opportunities Commission will: a) link participants to mental health, substance abuse, health care, financial counseling, emergency rent/utility assistance, education and parenting assistance; b) conduct outreach to landlords to ensure that tenant-based subsidy participants are closely monitored; & c) Implement best practices demonstrated to retain project participants.
2. Montgomery County Dept of Health & Human Services (DHHS) will disseminate best practices on integrating property management and supportive services via CoC committees.
3. CoC Performance Review committee will review project performance at least quarterly;
4. DHHS will provide technical assistance to project(s) having problems retaining participants.

**Describe the CoCs long-term (10 year) plan to increase the percentage of participants remaining in CoC-funded permanent housing projects for at least six months to 80 percent or higher (limit 1000 characters)**

Plans include:

1. Permanent Housing providers including Montgomery County Coalition for Homeless, The Dwelling Place, Interfaith Works & the Housing Opportunities Commission will: a) Continue to link participants to mental health, substance abuse, healthcare, financial counseling, emergency rent and utility assistance, education and parenting services; b) Continue to conduct outreach to landlords to ensure monitoring of tenant based subsidy participants; & c) Implement best practices, including case management models demonstrated to retain participants.
2. Montgomery County Dept of Health & Human Services (DHHS) will to disseminate best practices on integrating property management and supportive services to housing providers.
3. DHHS will provide access to accredited trainings on behavioral and somatic health issues.
4. Performance review committee will review HMIS data quality reports including APR to track & monitor progress quarterly.
5. DHHS to provide technical assistance.

## 3A. Continuum of Care (CoC) Strategic Planning Objectives

**Objective 3: Increase the percentage of participants in CoC-funded transitional housing that move into permanent housing to 65 percent or more.**

### Instructions:

The transitional housing objective is to help homeless individuals and families obtain permanent housing and self-sufficiency. Each transitional housing project is expected to report the percentage of participants moving to permanent housing on its Annual Performance Report (APR). CoCs then use this data from all of the CoC-funded transitional housing projects to report on the overall CoC performance on form 4C. Continuum of Care (CoC) Housing Performance.

In this section, CoCs will indicate the current percentage of transitional housing project participants moving into permanent housing as indicated on form 4C, as well as the expected percentage in 12 months, 5 years, and 10 years. CoCs that do not have any CoC-funded transitional housing projects for which an APR was required should enter "0" in the numeric fields below and note that this type of housing does not exist in the narratives. CoCs are then to describe short-term and long-term plans for increasing the percentage of participants who move from transitional housing projects into permanent housing to at least 65 percent or more.

**What is the current percentage of participants in CoC-funded transitional housing projects will have moved to permanent housing?** 79%

**In 12 months, what percentage of participants in CoC-funded transitional housing projects will have moved to permanent housing?** 80%

**In 5 years, what percentage of participants in CoC-funded transitional housing projects will have moved to permanent housing?** 81%

**In 10 years, what percentage of participants in CoC-funded transitional housing projects will have moved to permanent housing?** 81%

**Describe the CoCs short-term (12 month) plan to increase the percentage of participants in CoC-funded transitional housing projects that move to permanent housing to 65 percent or more (limit 1000 characters)**

The CoC exceeds this goal. Plans include:

1. Department of Health & Human Services (DHHS) will continue to utilize housing locators to help participants obtain permanent housing
2. DHHS will provide ESG Rapid Rehousing assistance as well as local/state financial assistance to help participants access and retain housing.
3. Montgomery County Coalition for Homeless will partner with Dept. of Housing & Community Affairs to utilize Moderately Priced Dwelling Units to expand permanent housing.
4. Catholic Charities, City of Gaithersburg, National Center for Children & Families, Interfaith Works, & the Mental Health Assn, will continue to provide case management to help participants increase their income, stabilize behavioral health issues, & obtain permanent housing
5. CoC Adult and Family Homeless Provider Team & Housing Provider Group will continue to identify barriers to obtaining permanent housing & develop strategies for approval by the CoC Governing Board.

**Describe the CoCs long-term (10 year) plan to increase the percentage of participants in CoC-funded transitional housing projects that move to permanent housing to 65 percent or more (limit 1000 characters)**

Plans include:

1. Montgomery County Dept of Health & Human Services (DHHS) will continue to implement the ESG Rapid Rehousing program, provide state/local funds and utilize housing locators to help participants obtain and retain housing.
2. DHHS will disseminate best practices on increasing income & financial stability of help participants.
3. Catholic Charities, City of Gaithersburg, National Center for Children & Families, Interfaith Works, and the Mental Health Association, will provide case management to help residents in their transitional programs obtain permanent housing
4. Interfaith Works will lead a workgroup to develop strategies to increase employment income for participants.
5. Performance Review Committee will monitor performance & DHHS will provide technical assistance as needed
6. DHHS will assist permanent housing providers to apply for federal, state, local, and private funding to create new PSH beds

## **3A. Continuum of Care (CoC) Strategic Planning Objectives**

**Objective 4: Increase percentage of participants in all CoC-funded projects that are employed at program exit to 20 percent or more.**

### **Instructions:**

Employment is a critical step for homeless persons to achieve greater self-sufficiency, which represents an important outcome that is reflected both in participants' lives and the health of the community. Each CoC-funded project (excluding HMIS dedicated only projects) is expected to report the percentage of participants employed at exit on its Annual Performance Report (APR). CoCs then use this data from all of its non-HMIS projects to report on the overall CoC performance on form 4D. Continuum of Care (CoC) Cash Income.

In this section, CoCs will indicate the current percentage of project participants that are employed at program exit, as reported on 4D, as well as the expected percentage in 12 months, 5 years, and 10 years. CoCs that do not have any CoC-funded non-HMIS dedicated projects (permanent housing, transitional housing, or supportive services only) for which an APR was required should enter "0" in the numeric fields below and note in the narratives. CoCs are to then describe short-term and long-term plans for increasing the percentage of all CoC-funded program participants that are employed at program exit to 20 percent or more.

**What is the current percentage of participants in all CoC-funded projects that are employed at program exit?** 25%

**In 12 months, what percentage of participants in all CoC-funded projects will be employed at program exit?** 26%

**In 5 years, what percentage of participants in all CoC-funded projects will be employed at program exit?** 27%

**In 10 years, what percentage of participants in all CoC-funded projects will be employed at program exit?** 27%

**Describe the CoCs short-term (12 month) plan to increase the percentage of participants in all CoC-funded projects that are employed at program exit to 20 percent or more (limit 1000 characters)**

The CoC exceeded this goal. Short-term strategies:

1. Montgomery County Coalition for Homeless, Montgomery Avenue Women's Center, & Interfaith works will offer job readiness, vocational & job training services.
2. Montgomery County Dept. of Health & Human Services (DHHS) will assist CoC projects such as Montgomery County Coalition for Homeless, Interfaith Works, Catholic Charities, City of Gaithersburg, National Center for Children & Families, & Mental Health Assn, to connect clients to local TANF employment programs, Maryland State Department of Rehabilitation Services, & mental health supported employment programs.
3. CoC Adult Team and Family Team will educate provider staff about vocational and job placement programs and facilitate linkages to programs.
4. CoC Performance Review Committee will review project performance & DHHS will provide technical assistance, as needed.
5. DHHS will share information about job employment announcements via email with CoC projects.

**Describe the CoCs long-term (10 year) plan to increase the percentage of participants in all CoC-funded projects who are employed at program exit to 20 percent or more (limit 1000 characters)**

Long-term plans include:

1. The CoC Allocation Committee will assess needs of CoC and performance of projects and reallocate funds of low performing programs to build capacity of CoC to improve employment outcomes
2. Montgomery County Coalition for Homeless, Montgomery Avenue Women's Center, Community Vision, Outpatient Addiction Services, MC Commission for Women, and Montgomery Works will continue to offer vocational training programs.
3. Department of Health & Human Services will explore private funding for financial literacy and vocational training programs for individuals;
4. Interfaith Works will develop a work experience program for participants.
5. Interfaith Works will lead a workgroup to develop strategies to increase employment income for participants.

## **3A. Continuum of Care (CoC) Strategic Planning Objectives**

**Objective 5: Increase the percentage of participants in all CoC-funded projects that obtained mainstream benefits at program exit to 20% or more.**

### **Instructions:**

Access to mainstream resources is a critical step for homeless persons to achieve greater self-sufficiency, which represents an important outcome that is reflected both in participants' lives and the health of the community. Each CoC-funded project (excluding HMIS dedicated only projects) is expected to report the percentage of participants who received mainstream resources by exit on its Annual Performance Report (APR). CoCs then use this data from all of its non-HMIS projects to report on the overall CoC performance on form 4E. Continuum of Care (CoC) Non-Cash Benefits.

In this section, CoCs will indicate the current percentage of project participants who received mainstream resources by program exit, as reported on 4E, as well as the expected percentage in 12 months, 5 years, and 10 years. CoCs that do not have any CoC-funded non-HMIS dedicated projects (permanent housing, transitional housing, or supportive services only) for which an APR was required should enter "0" in the numeric fields below and note in the narratives. CoCs are to then describe short-term and long-term plans for increasing the percentage of all CoC-funded program participants who received mainstream resources by program exit to 20 percent or more.

<b>What is the current percentage of participants in all CoC-funded projects that receive mainstream benefits at program exit?</b>	65%
<b>in 12 months, what percentage of participants in all CoC-funded projects will have mainstream benefits at program exit?</b>	67%
<b>in 5 years, what percentage of participants in all CoC-funded projects will have mainstream benefits at program exit?</b>	68%
<b>in 10 years, what percentage of participants in all CoC-funded projects will have mainstream benefits at program exit?</b>	68%

**Describe the CoCs short-term (12 months) plan to increase the percentage of participants in all CoC-funded projects that receive mainstream benefits at program exit to 20% or more (limit 1000 characters)**

The CoC exceeds this goal. Short term plans include:

1. Montgomery County DHHS will continue operating procedures to ensure emergency, transitional, Safe Havens, and permanent supportive housing programs include case management services.
2. Outreach programs will provide on-going case management to engage clients and assist with application to mainstream benefits.
3. Housing program case managers will assist in compiling necessary documentation, provide transportation to appointments, and follow the homeless person through the application process.
4. DHHS will continue to have a State designated special needs provider for SOAR, which is currently People Encouraging People.
5. The CoC will hold a "Homeless Resource Day" as a way to reach out to persons experiencing homelessness and connect them with needed community resources, mainstream benefits and other community services.

**Describe the CoCs long-term (10-years month) plan to increase the percentage of participants in all CoC-funded projects that receive mainstream benefits at program exit to 20% or more (limit 1000 characters)**

The CoC Plan includes:

1. Montgomery County Dept of Health & Human Services (DHHS) will continue to assess refer, and monitor homeless families for mainstream benefits.
2. DHHS will require all programs to provide case management services to assist homeless persons in applying and maintaining benefits.
3. DHHS will continue to coordinate with the state in providing SOAR training and will disseminate best practices on securing mainstream benefits to help participants.
4. The CoC will continue to hold a "Homeless Resource Day" as a way to reach out to persons experiencing homelessness and enroll them in needed mainstream benefits and other community services.
5. Performance Review Committee will monitor performance & DHHS will provide technical assistance as needed.

## 3A. Continuum of Care (CoC) Strategic Planning Objectives

### Objective 6: Decrease the number of homeless individuals and families:

#### Instructions:

Ending homelessness among households with children, particularly for those households living on the streets or other places not meant for human habitation, is an important HUD priority. CoCs can accomplish this goal by creating new beds and/or providing additional supportive services for this population.

In this section, CoCs are to describe short-term and long-term plans for decreasing the number of homeless households with children, particularly those households that are living on the streets or other places not meant for human habitation. CoCs will indicate the current total number of households with children that was reported on their most recent point-in-time count. CoCs will also enter the total number of homeless households with children they expect to report on in the next 12 months, 5 years, and 10 years.

**What is the current total number of homeless households with children as reported on the most recent point-in-time count?** 127%

**In 12 months, what will be the total number of homeless households with children?** 117%

**In 5 years, what will be the total number of homeless households with children?** 80%

**In 10 years, what will be the total number of homeless households with children?** 60%

#### **Describe the CoCs short-term (12 month) plan to decrease the number of homeless households with children (limit 1000 characters)**

1. Emergency shelters will continue to use rapid re-housing model including case management, linkages to mainstream benefits, job readiness/employment help with goal to re-house families within 30 days.
2. Dept of Health & Human Services (DHHS) will implement ESG Rapid Rehousing program, provide state/local funds & use housing locators to help families exit homelessness.
4. DHHS will provide case management, emergency housing assistance & home energy assistance to help prevent family homelessness.
5. DHHS will assist emergency & transitional shelters serving families to connect clients to TANF employment programs, education, & vocational training.
6. Emergency Assistance Coalition groups will provide homelessness prevention grants including Emergency Food & Shelter Program funds
7. DHHS will add 10 PSH units to the Housing Initiative to serve families.
8. NCCF will add 2 transitional housing units to prepare families with head of household aged 18-24 for independent living.

**Describe the CoCs long-term (10 year) plan to decrease the number of homeless households with children (limit 1000 characters)**

1. CoC Governing Board will refine the rapid re-housing model to reduce length of shelter stay & improve permanent housing outcomes
2. NON will continue to conduct outreach to neighborhoods shown to have a high rate of eviction
3. DHHS will continue to provide federal, local & state funded homelessness prevention assistance, as well as federal & state utility assistance programs to prevent utility cutoffs/restore service
4. Emergency Assistance Coalition members will continue to provide homelessness prevention assistance & collaborate with DHHS around provision of assistance
5. DHHS will partner with County agencies including Dept of Housing & Community Affairs & Housing Opportunities Commission to increase affordable housing for low-income households and to improve access for homeless families.
6. DHHS & CoC Family Provider Team will increase collaboration with Montgomery County Public Schools to identify and support at-risk and homeless households.

## **3A. Continuum of Care (CoC) Strategic Planning Objectives**

### **Objective 7: Intent of the CoC to reallocate Supportive Services Only (SSO) and Transitional Housing (TH) projects to create new Permanent Housing (PH) projects.**

#### **Instructions:**

CoCs have the ability to reallocate poor performing supportive services only and transitional housing projects to create new permanent supportive housing, rapid re-housing, or HMIS projects during each competition. Reallocation of poor performing projects can be in part or whole as the CoC determines.

CoCs will indicate if they intend to reallocate projects during this year's competition and if so, indicate the number of projects being reallocated (in part or whole) and if reallocation will be used as an option to create new permanent supportive housing, rapid re-housing, or HMIS projects in the next year, next two years, and next three years. If the CoC does not intend to reallocation it should enter '0' in the first section.

If the CoC does intend to reallocate projects it should clearly and specifically describe how the participants in the reallocated projects (supportive services only and/or transitional housing) will continue to receive housing and services. If the CoC does not intend to reallocate or does not need to reallocate projects to create new permanent supportive housing, rapid re-housing, or HMIS projects it should indicate the each of the narrative sections.

**Indicate the current number of projects submitted on the current application for reallocation:** 0

**Indicate the number of projects the CoC intends to submit for reallocation on the next CoC Application (FY2013):** 0

**Indicate the number of projects the CoC intends to submit for reallocation in the next two years (FY2014 Competition):** 0

**Indicate the number of projects the CoC intends to submit for reallocation in the next three years (FY2015 Competition):** 0

**If the CoC is reallocating SSO projects, explain how the services provided by the reallocated SSO projects will be continued so that quality and quantity of supportive services remains in the Continuum (limit 750 characters)**

NA

**If the CoC is reallocating TH projects, explain how the current participants will obtain permanent housing or efforts to move participants to another transitional housing project (limit 750 characters)**

NA

## 3B. Continuum of Care (CoC) Discharge Planning: Foster Care

### Instructions:

The McKinney-Vento Act requires that State and local governments have policies and protocols in place to ensure that persons being discharged from publicly-funded institutions or systems of care are not discharged immediately into homelessness. To the maximum extent practicable, Continuums of Care should demonstrate how they are coordinating with and/or assisting in State or local discharge planning efforts to ensure that discharged persons are not released directly to the streets, emergency homeless shelters, or other McKinney-Vento homeless assistance programs.

**Is the discharge policy in place "State" mandated policy or "CoC" adopted policy?** State Mandated Policy

**If "Other," explain:**

**Describe the efforts that the CoC has taken to ensure that persons are not routinely discharged into homelessness (limit 1000 characters)**

Montgomery County Dept of Health & Human Services (DHHS), the Collaborative Applicant, develops & and implements local discharge planning policies for youth aging out of foster care. Per Maryland law, DHHS supports youth in foster care up to the age of 21 and it is against policy to discharge youth into homelessness. Starting at age 14, youth receive independent living skills training including housekeeping, budgeting and housing options to prepare them for a successful transition to adulthood. Youth between the ages of 16-21 who are in school or working are also eligible for semi-independent living, a supervised program operated by DHHS that provides youth an opportunity to practice independent living in an apartment setting. An exit plan, developed in concert with DHHS staff, the youth, & important individuals in the youth's life, is developed for all youth approaching discharge.

**If the CoC does not have an implemented discharge plan for foster care, specifically describe the gap(s) in completing a comprehensive discharge plan (limit 1000 characters)**

The CoC does have a discharge plan in place for foster care.

**Specifically, identify the stakeholders and/or collaborating agencies that are responsible for ensuring that persons being discharged from a system of care are not routinely discharged into homelessness (limit 1000 characters)**

Stakeholders and collaborating agencies that work together to assure youth are not discharged to homelessness include DHHS(local government), the Housing Opportunities Commission (local public housing authority) as well as non-profit behavioral health, employment, education, life skills & child welfare agencies such as the National Center for Children and Families, Guide Youth Services, and other licensed specialized foster care programs under contract with DHHS child welfare services.

**Specifically indicate where persons routinely go upon discharge other than HUD McKinney-Vento funded programs (limit 1000 characters)**

Youth are typically discharged to private market housing such as apartment shares, room rentals or their own apartments. Those attending college often move into school dormitories while other youth return to live with their families of origin or with former foster parents. Youth in need of additional support are referred to nonprofit housing programs offering mental health services and independent living skills support. To expand housing options, DHHS in partnership with the local public housing authority has developed an 11-bed program that combines a housing subsidy with supportive services for youth that have exited foster care.

## 3B. Continuum of Care (CoC) Discharge Planning: Health Care

### Instructions:

The McKinney-Vento Act requires that State and local governments have policies and protocols in place to ensure that persons being discharged from publicly-funded institutions or systems of care are not discharged immediately into homelessness. To the maximum extent practicable, Continuums of Care should demonstrate how they are coordinating with and/or assisting in State or local discharge planning efforts to ensure that discharged persons are not released directly to the streets, emergency homeless shelters, or other McKinney-Vento homeless assistance programs.

Is the discharge policy in place "State" CoC Mandated Policy  
mandated  
policy or "CoC" adopted policy?

If "Other," explain:

**Describe the efforts that the CoC has taken to ensure that persons are not routinely discharged into homelessness (limit 1000 characters)**

Montgomery County Department of Health & Human Services (DHHS), the Collaborative Applicant, operates Health Care for the Homeless (HCH) to address the needs of the homeless and prevent discharge into homelessness. This initiative developed discharge protocols in collaboration with local hospitals within the CoC (no state hospitals are located within the CoC) to prevent the routine discharge of patients into homelessness. Hospital staff contact HCH nurses for each patient who reports he/she does not have an address to which to return. HCH nurses work with hospital staff to identify an appropriate discharge option including private market housing, family, friends, skilled nursing facilities, assisted living or other housing prior to hospital discharge and permanent supportive housing programs. Financial assistance is available in the form of security deposit and first month's rent if needed to help obtain housing at exit.

**If the CoC does not have an implemented discharge plan for health care, specifically describe the gap(s) in completing a comprehensive discharge plan (limit 1000 characters)**

The CoC has a discharge plan in place for health care.

**Specifically, identify the stakeholders and/or collaborating agencies that are responsible for ensuring that persons being discharged from a system of care are not routinely discharged into homelessness (limit 1000 characters)**

Stakeholders include Montgomery County Department of Health & Human Services (DHHS); local private and non-profit hospitals including Shady Grove Adventist, Suburban Hospital, Montgomery General, Adventist Behavioral Health; skilled nursing facilities including Bel Pre and Potomac Valley; assisted living facilities such as Calvary Care; and non-profit housing providers within the CoC geographic area including Elizabeth House, Montgomery County Coalition for the Homeless.

The CoC's Adult Homeless Team provides a forum for CoC providers to discuss trends and issues related to hospital discharge that need to be addressed.

**Specifically indicate where persons routinely go upon discharge other than HUD McKinney-Vento funded programs (limit 1000 characters)**

HCH nurses work collaboratively with hospital staff to identify an appropriate discharge option prior to hospital discharge including private market rental housing, family, friends, skilled nursing facilities, and assisted living options. CoC permanent supportive housing is another option that is considered for persons who were hospitalized for less than 90 days and were homeless prior to admission.

## 3B. Continuum of Care (CoC) Discharge Planning: Mental Health

### Instructions:

The McKinney-Vento Act requires that State and local governments have policies and protocols in place to ensure that persons being discharged from publicly-funded institutions or systems of care are not discharged immediately into homelessness. To the maximum extent practicable, Continuums of Care should demonstrate how they are coordinating with and/or assisting in State or local discharge planning efforts to ensure that discharged persons are not released directly to the streets, emergency homeless shelters, or other McKinney-Vento homeless assistance programs.

Is the discharge policy in place "State" State Mandated Policy  
mandated  
policy or "CoC" adopted policy?

If "Other," explain:

**Describe the efforts that the CoC has taken to ensure that persons are not routinely discharged into homelessness (limit 1000 characters)**

Maryland State Law prohibits the discharge of patients from state mental health facilities to homelessness. Montgomery County Department of Health & Human Services (DHHS), the CoC Collaborative Applicant, is responsible for developing and implementing discharge policies through its Core Services Agency (CSA). Prior to discharge, the inpatient hospital social worker/treatment provider must complete an assessment and develop an aftercare plan to address all mental health, substance abuse, co-occurring disorder, housing, health, and vocational needs. The aftercare plan is required before release and must be provided to the Core Service Agency and any aftercare provider. CSA assures that clients are linked to community-based treatment and supportive services, as well as housing.

**If the CoC does not have an implemented discharge plan for mental health, specifically describe the gap(s) in completing a comprehensive discharge plan (limit 1000 characters)**

The CoC has implemented a discharge plan for mental health.

**Specifically, identify the stakeholders and/or collaborating agencies that are responsible for ensuring that persons being discharged from a system of care are not routinely discharged into homelessness (limit 1000 characters)**

Stakeholders include Montgomery County Department of Health and Human Services; public and private mental health treatment providers including St. Lukes, Threshold, Vesta, & Family Services Inc; co-occurring residential treatment programs such as Avery Road Combined Care; residential rehabilitation programs such as St. Lukes and Threshold; People Employing People Assertive Community Treatment Team; and state mental health hospitals including Spring Grove Hospital Center and Thomas B. Finan Center. The CoC's Adult Homeless Team provides a forum for CoC providers to discuss trends and issues related to discharge that need to be addressed.

**Specifically indicate where persons routinely go upon discharge other than HUD McKinney-Vento funded programs (limit 1000 characters)**

Persons leaving publicly-funded mental health institutions are not routinely discharged to McKinney-Vento programs or homelessness. Typical destinations include moving in with family/friends, residential rehabilitation programs, housing programs such as Housing Unlimited that offer housing in addition to supportive services, and private market housing. CoC permanent supportive housing is another option that is considered for persons who were hospitalized for less than 90 days and were homeless prior to admission.

## 3B. Continuum of Care (CoC) Discharge Planning: Corrections

### Instructions:

The McKinney-Vento Act requires that State and local governments have policies and protocols in place to ensure that persons being discharged from publicly-funded institutions or systems of care are not discharged immediately into homelessness. To the maximum extent practicable, Continuums of Care should demonstrate how they are coordinating with and/or assisting in State or local discharge planning efforts to ensure that discharged persons are not released directly to the streets, emergency homeless shelters, or other McKinney-Vento homeless assistance programs.

**Is the discharge policy in place "State" CoC Mandated Policy  
mandated  
policy or "CoC" adopted policy?**

**If "Other," explain:**

**Describe the efforts that the CoC has taken to ensure that persons are not routinely discharged into homelessness  
(limit 1000 characters)**

The Montgomery County Department of Criminal Justice & Department of Health & Human Services (DHHS), the CoC collaborative applicant) have developed a comprehensive system that prepares inmates for release to reduce recidivism by assuring stable housing, and psychiatric stability. Work begins at the correction center where the Community Re-Entry program and Projects for Assistance to Transition from Homelessness program assess needs & make referrals to treatment and housing options. The Pre-Release Center then works with inmates for several months prior to release by providing employment and vocational counseling in a minimum security setting. Inmates are not routinely discharged to homelessness; instead they exit the correctional system with employment and housing.

**If the CoC does not have an implemented discharge plan for corrections, specifically describe the gap(s) in completing a comprehensive discharge plan  
(limit 1000 characters)**

The CoC has a discharge plan in place for corrections.

**Specifically, identify the stakeholders and/or collaborating agencies that are responsible for ensuring that persons being discharged from a system of care are not routinely discharged into homelessness  
(limit 1000 characters)**

Montgomery County's Criminal Justice and Behavioral Health Initiative brings together an array of stakeholders who plan for and coordinate discharge planning policies. Members include Montgomery County Dept. of Criminal Justice, Montgomery County Department of Health & Human Services, Housing Opportunities Commission (local housing authority), State Attorneys Office; Public Defenders Offices, Probation and Parole Office, Drug Court, People Encouraging People Assertive Community Treatment program, and local public behavioral health providers such as Access to Behavioral Health and Community Re-entry Programs.

**Specifically Indicate where persons routinely go upon discharge other than HUD McKinney-Vento funded programs (limit 1000 characters)**

Typical destinations include private market housing such as room rentals or apartments, moving in with family or friends, halfway houses, sober houses such as Oxford House, and non-McKinney-Vento transitional housing programs.

## 3C. Continuum of Care (CoC) Coordination

### Instructions:

A CoC should regularly assess its local homeless assistance system and identify gaps and unmet needs. CoCs can improve their communities through long-term strategic planning. CoCs are encouraged to establish specific goals and implement short-term action steps. Because of the complexity of existing homeless systems and the need to coordinate multiple funding sources and priorities, there are often multiple long-term strategic planning groups. It is imperative for CoCs to coordinate, as appropriate, with each of these existing strategic planning groups to meet local needs.

**Does the Consolidated Plan for the jurisdiction(s) that make up the CoC include the CoC strategic plan goals for addressing homelessness?** Yes

**If 'Yes', list the goals in the CoC strategic plan that are included in the Consolidated Plan:**

The CoC Goals and Objectives have been incorporated into the Consolidated Plan. Over arching goals include:

1. Prevention of homelessness through early intervention, coordinated case management, emergency financial assistance and rental subsidies for low-income vulnerable residents.
2. Provision of permanent supportive housing and transitional housing to homeless persons
3. Reduction of homelessness through expansion of permanent supportive housing for homeless housing and increase in affordable housing options.

**Now that the Homeless Prevention and Rapid Re-housing Program (HPRP) program(s) in the CoC have ended, describe how the CoC is working with service providers to continue to address the population types served by the HPRP program(s) (limit 1000 characters)**

The CoC continues to assist households who would have been eligible for the HPRP program. Montgomery County Department of Health & Human Services (DHHS) has dedicated more than \$3.5 million dollars of local and state funds for rental utility arrears as well as short-term rent subsidies to help households prevent homelessness. In addition, households at imminent risk of homelessness with a history of housing instability can receive up to three months of case management services from DHHS to help address their housing instability. DHHS coordinates its efforts with other community groups that provide homelessness prevention assistance to assure that the right amount of assistance is provided at the right time and from the right source.

To help households rapidly exit homelessness, Emergency Solutions Grant funds are available in the form short-term rent subsidies and deposits to assist homeless households obtain permanent housing. Case management is also provided to help stabilize households. ESG funds are administered by DHHS, the CoC collaborative applicant.

**Describe how the CoC is participating in or coordinating with any of the following: HUD-VASH, HOPWA, Neighborhood Stabilization Programs, Community Development Block Grants, and ESG?  
(limit 2500 characters)**

The CoC coordinates with Veterans Affairs around 65 vouchers awarded to the jurisdiction by the HUD VASH program. VASH vouchers are administered by the Housing Opportunities Commission with eligible households identified by the Washington, DC Veterans Affairs Medical Center. The VA homeless outreach coordinator is a member of the CoC Governing Board and regularly attends the Adult Homeless Team Meeting. He disseminates information about the program and trains providers on the referral procedures. CoC provider agencies and the VA collaborate to identify eligible veterans, both singles and families. Priority is given to veterans of the Gulf War, Iraq, and Afghanistan.

Montgomery County Department of Health & Human Services (DHHS) is administering \$530,585 of funds awarded for FY12 and FY13 under the Emergency Solutions Grant. As the CoC Collaborative Applicant, DHHS is able to coordinate ESG activities with activities of the CoC. The CoC Governing Board reviewed and provided input on how best to use ESG funds. In addition, Rapid Rehousing assistance is discussed at the Adult and Family Provider Team to share information and solicit referrals.

Montgomery County in partnership with the Housing Opportunities Commission (HOC), the local public housing authority, purchased 23 homes using \$6,288,325 of Neighborhood Stabilization Program funds and \$815,000 in CDBG funds. Managed by HOC, these homes are being rented to households with income below 50% of the HUD Area Median Income. The homes, most of which have 3 to 4 bedrooms, increase the supply of housing for larger families who often struggle to find affordable rental homes. HOC is a member of the CoC Governing Board and works closely with other members of the CoC to provide affordable housing options to vulnerable households. These homes will help to stabilize low-income households at risk of homelessness and enable participants residing in permanent supportive housing programs who have rental barriers in the private market to rent from HOC.

**Indicate if the CoC has established policies that require homeless assistance providers to ensure all children are enrolled in school and connected to appropriate services within the community?** Yes

**If 'Yes', describe the established policies that are in currently in place:** The CoC & Montgomery County Public School (MCPS) have a Memorandum of Agreement to provide comprehensive services to homeless children & youth; ensure access to appropriate educational services & eliminate barriers; develop a network of personnel to serve homeless children & youth; and monitor/develop procedures to improve services.

Emergency & transitional shelters work with the MCPS Homeless Liaison to ensure children are enrolled in school & connected to needed services. At shelter admission, educational needs are assessed & information is obtained from the home school. If children are not enrolled, staff assist parents to complete enrollment. Staff also coordinate transportation to the home school with MCPS so that children can continue without interruption. "In-home" tutoring is provided by MCPS at shelters to ensure that children are meeting their educational plans. DHHS Program Monitors review shelter case records, to ensure educational needs are met.

**Specifically describe the steps the CoC, working with homeless services providers, has taken to collaborate with local education authorities to ensure individuals and families who become or remain homeless are informed of their eligibility for McKinney-Vento educational services (limit 1500 characters)**

The MC Public School Homeless Liaison is a member of the CoC Adult and Family Homeless Provider Team, which meets monthly to review & discuss CoC policy. The MCPS Liaison works with homeless providers to ensure that they are aware of the eligibility of individuals and families for educational services.

In addition, MCPS has developed a brochure, "Homeless Children in the Montgomery County Public Schools: Responsibilities, Rights, & Resources," that is provided at all CoC designated access points for homeless households. Montgomery County Department of Health & Human Services works with MCPS to train MCPS Pupil Personnel Workers, Principals, and school based counselors about resources available to homeless families & how to refer families for emergency shelter & assistance.

**Specifically describe how the CoC collaborates, or will collaborate, with emergency shelters, transitional housing, and permanent housing to ensure families with children under the age of 18 are not denied admission or separated when entering shelter or housing (limit 1500 characters)**

The CoC has developed a range of housing and shelter options to accommodate families of all configurations. Families with children under the age of 18 are not denied admission or separated when entering shelter or housing. Montgomery County Department of Health & Human Services (DHHS), the Collaborative Applicant, has collaborated with CoC family providers to assure that admission and discharge policies do not include discriminatory or exclusionary language.

All families applying for shelter or housing receive a comprehensive assessment that includes household composition and explores all options to ensure families are not separated. DHHS acts as the central point of admission for families entering emergency shelter and families in need of shelter are referred to a program that can accommodate their needs. If family shelters have reached full capacity or the household configuration does not match available shelter options, DHHS utilizes hotel placements as overflow.

As with emergency shelter, there are no restrictions on the age of children for transitional or permanent housing programs that would lead to denial or separation. While some housing programs have limitations on family size due to the limitations of their facilities, many housing programs in the CoC utilize a scattered site approach whereby a subsidy is provided that enables a family to rent an appropriate unit in the community.

**Describe the CoC's current efforts to combat homelessness among veterans. Narrative should identify organizations that are currently serving this population, how this effort is consistent with CoC strategic plan goals, and how the CoC plans to address this issue in the future (limit 1500 characters)**

Reducing homelessness among veterans is consistent with the CoC's strategic plan. The CoC's strategies described below address veterans' needs now and in the future.

VASH vouchers have been a key tool in ending veteran homelessness & the CoC will pursue additional vouchers. In addition, Montgomery County Dept. of Health & Human Services (DHHS), and Veterans Affairs (VA) have developed a one-stop center to improve access to services for veterans with a focus on homeless veterans. Also at the one-stop center are staff from Maryland's Commitment to Veterans who coordinate behavioral health services and provide linkages to employment, education, housing & VA resources.

The CoC Adult Provider Team, of which the VA Homeless Outreach Program Coordinator is a member, discusses ways to identify homeless veterans, shares information about resources, & strategizes about how to serve difficult cases. To assure that veterans are identified when seeking services, veteran status has been included in the CoC's common assessment tool and this information is entered into HMIS.

Montgomery County's Veteran Collaborative Committee works to address local needs & align activities with State & CoC efforts. Members include VA, County government including DHHS, & Dept. of Corrections, and private partners such as Columbia Lighthouse for the Blind, Gold Star Mother, Pro-Bono Counseling Project, Dept. of Labor, Mental Hygiene Administration, Montgomery College & Montgomery Works.

**Describe the CoC's current efforts to address the youth homeless population. Narrative should identify organizations that are currently serving this population, how this effort is consistent with the CoC strategic plan goals, and the plans to continue to address this issue in the future (limit 1500 characters)**

Preventing and addressing youth homelessness is a priority for the CoC and is consistent with the strategic goals to prevent and end homelessness. DHHS has a memorandum of agreement with MCPS to provide comprehensive, integrated, and rapid-response services for youth in homeless situations. In keeping with the operating standard that no youth/dependent children should reside on the streets, the CoC collaborates with MCPS and Child Welfare Services to assure that homeless youth and youth at-risk of homeless are identified and connected to appropriate resources including housing. The CoC collaborates with DHHS Behavioral Health and Crisis Services in regards to their residential services for Youth in Transition which serves individuals ages 16-23. Youth in these programs are provided behavioral health treatment, independent living skills, and educational or employment opportunities. The CoC collaborates with Conflict Resolution Center, to assist extended families resolve household concerns and prevent them from entering the homeless system. The CoC developed a work group to coordinate services and develop best practice standards around assessment, service delivery and coordination to address the unique needs of transition-age youth (ages 16-24).

**Has the CoC established a centralized or coordinated assessment system?** Yes

**If 'Yes', describe based on ESG rule 576.400 (limit 1000 characters)**

The CoC implemented a coordinated assessment system in 2009 that uses a common assessment tool for screening, assessment & referral to all emergency shelter, transitional & permanent housing programs in the CoC area. Montgomery County Dept. of Health & Human Services (DHHS) oversees the system and supports it with local funding.

Emergency shelter is available 24/7 for homeless families & single adults at designated sites throughout the CoC and are assessed for diversion and shelter placement. Families & single adults at-risk of homelessness can also apply for help. At-risk households are assessed for emergency financial assistance, & are linked to needed mainstream resources.

DHHS monitors emergency shelter availability & placement. The CoC's Adult & Family Teams meet regularly to identify program vacancies and facilitate referrals to housing programs. DHHS monitors outcomes to assure that persons are placed based on need. To assure coordination among all providers working with a client, the assessment tool is uploaded into the CoC's HMIS.

**Describe how the CoC consults with the ESG jurisdiction(s) to determine how ESG funds are allocated each program year (limit 1000 characters)**

Montgomery County Dept of Health and Human Services, the CoC Collaborative Applicant, administers the ESG grant. The CoC Governing Board working with the Collaborative Applicant identifies gaps and needs in the CoC to determine how to best use ESG funds to enhance the services already provided by the CoC.

Allocation of ESG funds and the program design for Rapid Rehousing and Homelessness Prevention activities were determined based on recommendations of the CoC Governing Board. This was an effective mechanism for assuring ESG funds are integrated into the CoC and will continue annually.

**Describe the procedures used to market housing and supportive services to eligible persons regardless of race, color, national origin, religion, sex, age, familial status, or disability who are least likely to request housing or services in the absence of special outreach (limit 1000 characters)**

The CoC uses a range of strategies to market to persons who are least likely to request assistance including the following: 1) Four street outreach providers market resources to unsheltered homeless persons and make referrals to housing & supportive services; 2) CoC Collaborative Applicant, working with community providers, has established non-traditional access points in the CoC that employ community members to market housing & services to under-served residents who might not otherwise come forward; 3) Coordinated assessment sites provide materials in multiple languages and provide interpretation services to residents with limited English proficiency; 3) Providers are encouraged to have a diverse staff and be able to serve clients with limited English proficiency; and 4) CoC holds an annual Homeless Resource Day, a one-day, one-stop event for residents to learn about and apply for housing and supportive services.

## **3D. Continuum of Care (CoC) Strategic Planning Coordination**

### **Instructions:**

CoCs should be actively involved in creating strategic plans and collaborating within the jurisdiction towards ending homelessness. CoCs should clearly and specifically respond to the following questions as they apply to coordination and implantation within the CoC, planning, review, and updates to the local 10-Year plan that includes incorporating the Federal Strategic Plan, "Opening Doors," and coordination with Emergency Solutions Grants within the CoC jurisdiction.

**Has the CoC developed a strategic plan?** Yes

**Does the CoC coordinate the implementation of a housing and service system that meets the needs of homeless individuals and families? (limit 1000 characters)**

Yes. The CoC coordinates an integrated system including prevention, emergency, transitional and permanent housing options in addition to outreach, case management, and other supportive services with the goal of reducing homelessness.

The Dept of Health & Human Services (DHHS), the Collaborative Applicant, coordinate activities on a daily basis including implementation of the coordinated assessment system, monitoring of shelter and housing vacancies, promoting access to mainstream programs and providing technical assistance to providers. The CoC Governing Board identifies needs and oversees the design of the system. The CoC Adult and Family Provider Team committees, which are comprised of providers and stakeholders directly involved in service provision, meet monthly to promote coordination, share information, address difficult situations, and develop policy recommendations.

To assure the system is addressing needs, the CoC reviews HMIS and PIT data including demographic information, program utilization and length of stay in homelessness. In addition, the Performance Review Committee monitors outcomes for program quality.

**Describe how the CoC provides information required to complete the Consolidated Plan(s) within the CoC's geographic area (limit 1000 characters)**

The Consolidated Plan for Montgomery County is developed by the Montgomery County Department of Housing and Community Affairs (DHCA). Each year DHCA works with the CoC Collaborative Applicant, Montgomery County Department of Health and Human Services (DHHS), around the development of the Consolidated Plan. DHHS provides Point-in-Time Count information as well as the CoC Collaborative Application (formerly Exhibit 1) to DHCA for incorporation into the Consolidated Plan.

DHCA is a member of the CoC Governing Board and serves on the CoC's Strategic Planning Committee. This has fostered strong collaboration in planning for the needs of Montgomery County and has ensured good communication and flow of information for planning activities.

**Describe how often the CoC and jurisdictional partner(s) review and update the CoC's 10-Year Plan (limit 1000 characters)**

The CoC and its jurisdictional partners created its first 10-year plan in 2002 and are currently in the process of updating this plan. The CoC strategic planning committee is taking the lead in updating the plan which will be reviewed by the full CoC and approved by the CoC Governing Board. Strategic Planning Committee Members include the Montgomery County Dept of Health and Human Services (CoC Collaborative Applicant); Housing Opportunities Commission (local Housing Authority); Montgomery County Dept of Housing and Community Affairs (developer of Consolidated Plan); as well as housing and service providers serving homeless families and individuals. Once implemented, the 10-year plan will guide the work of the CoC and progress will be reviewed annually.

**Specifically describe how the CoC incorporates the Federal Strategic Plan, "Opening Doors" goals in the CoC's jurisdiction(s) (limit 1000 characters)**

The CoC's 10-year plan is currently being reviewed and updated to reflect the current priorities and needs of the CoC. As part of this process, the Strategic Planning Committee has reviewed the Federal Strategic Plan and will be incorporating the main goals and relevant strategies into the revised 10-Year Plan.

**Select the activities in which the CoC coordinates with the local Emergency Solutions Grant( ESG):**

Determines how to allocate ESG grant for eligible activities, Develop standards for evaluating the outcomes of activities assisted by ESG funds, Develop performance standards for activities assisted by ESG funds, Develop funding policies and procedures for the operation and administration of HMIS for ESG funded projects

**Based on the selections above, describe how the CoC coordinates with the local ESG funding (limit 1000 characters)**

In order to facilitate coordination between the CoC and local ESG funding and activities, the CoC Collaborative Applicant, Montgomery County Dept. of Health and Human Services (DHHS), is administering the ESG Grant under a memorandum of agreement with the Department of Housing & Community Affairs. With input from with the CoC Governing Board, DHHS determined how to allocate funds to meet gaps in the CoC system, designed program policies and procedures, and aligned activities. DHHS also developed performance standards and standards for evaluating outcomes that are in alignment with CoC standards.

**Does the CoC intend to use HUD funds to serve families with children and youth defined as homeless under other Federal statutes?**

No

**If 'Yes', has the CoC discussed this with the local HUD CPD field office and received approval?**

**If 'Yes', specifically describe how the funds will be used to prevent homelessness among families with children and youth who are at the highest risk of becoming homeless (limit 1500 characters)**

NA

**If 'Yes', specifically describe how the funds will be used to assist families with children and youth achieve independent living (limit 1500 characters)**

NA

## 3E. Reallocation

### Instructions:

Reallocation is a process whereby a CoC may reallocate funds in whole or in part from renewal projects to create one or more new permanent housing, rapid re-housing, or dedicated HMIS projects. The Reallocation process allows CoCs to fund new permanent housing, rapid re-housing, or dedicated HMIS projects by transferring all or part of funds from existing grants that are eligible for renewal in FY2012 into a new project.

**Does the CoC plan to reallocate funds from one or more expiring grant(s) into one or more new permanent housing, rapid re-housing, or dedicated HMIS project(s) or one new SSO specifically designated for a centralized or coordinated assessment system?** No

## 4A. Continuum of Care (CoC) FY2011 Achievements

### Instructions:

In the FY2011 CoC application, CoCs were asked to propose numeric achievements for each of HUD's five national objectives related to ending chronic homelessness and moving individuals and families to permanent housing and self-sufficiency through employment. CoCs will report on their actual accomplishments since FY2011 versus the proposed accomplishments.

In the column labeled FY2011 Proposed Numeric Achievement enter the number of beds, percentage, or number of households that were entered in the FY2011 application for the applicable objective. In the column labeled Actual Numeric Achievement enter the actual number of beds, percentage, or number of households that the CoC reached to date for each objective.

CoCs will also indicate if they submitted an Exhibit 1 (now called CoC Consolidated Application) in FY2011. If a CoC did not submit an Exhibit 1 in FY2011, enter "No" to the question. CoCs that did not fully meet the proposed numeric achievement for any of the objectives should indicate the reason in the narrative section.

Additionally, CoCs must indicate if there are any unexecuted grants. The CoC will also indicate how project performance is monitored, how projects are assisted to reach the HUD-established goals, and how poor performing projects are assisted to increase capacity that will result in the CoC reach and maintain HUD goals.

CoCs are to provide information regarding the efforts in the CoC to address average length of time persons remain homeless, the steps to track additional spells of homelessness and describe outreach procedures to engage homeless persons. CoCs will also provide specific steps that are being taken to prevent homelessness with its geography as outlined in the jurisdiction(s) plan.

Finally, if the CoC requested and was approved by HUD to serve persons under other Federal statutes, the CoC will need to describe how the funds were used to prevent homelessness and how the funds were used to assist families with children and youth achieve independent living.

Objective	FY2011 Proposed Numeric Achievement		FY2011 Actual Numeric Achievement	
Create new permanent housing beds for the chronically homeless	14	Beds	26	Beds
Increase the percentage of homeless persons staying in permanent housing over 6 months to at least 77%	92	%	92	%
Increase the percentage of homeless persons moving from transitional housing to permanent housing to at least 65%	74	%	76	%
Increase the percentage of homeless persons employed at exit to at least 20%	20	%	23	%
Decrease the number of homeless households with children	118	Households	127	Households
HEARTH FY2012 CoC Consolidated Application		Page 82	01/18/2013	

**Did the CoC submit an Exhibit 1 application in FY2011? Yes**

**If the CoC was unable to reach its FY2011 proposed numeric achievement for any of the national objectives, provide a detailed explanation (limit 1500 characters)**

The CoC did not meet the goal for decreasing the number of homeless families due to the slow economic recovery and lack of affordable housing options for low-income families. In Montgomery County a family with one adult, one preschooler, and one school-age needs to earn \$77,933 annually or \$36.90 per hour in order to be able to afford to live in the County without any type of government assistance. This is more than 4 times the Federal Poverty Level, which is beyond the reach of many homeless families who have limited work experience, and physical/behavioral health issues. Families unable to afford their own housing or that lost housing due to foreclosure have moved in with extended family/friends but due to the slow economic recovery, families are being "put out" from these arrangements due over-crowding and the drain on financial resources. Issues such as poor credit, previous landlord debt, and low income remain barriers to obtaining permanent housing.

**How does the CoC monitor recipients' performance? (limit 750 characters)**

The CoC monitors recipients' performance utilizing several strategies. The Performance Review Committee was established to systematically review performance and identify technical assistance needs of CoC projects. The committee evaluates the performance of each project utilizing APR and HMIS data, outcome measures, and program monitor feedback. The committee reviews progress quarterly. Project recipients submit monthly data quality reports to the HMIS administrator and Collaborative Applicant program monitors to ensure compliance with program outcomes, admissions and discharges and other specific criteria. In addition, bi-monthly monitoring is provided by CoC Collaborative Applicant program monitors to review emergency shelter capacity and length of stay.

**How does the CoC assist project applicants to reach HUD-established performance goals? (limit 750 characters)**

The Collaborative Applicant program monitors work with project applicants to assure that they reach performance goals. Program monitors conduct site visits to review case records, policy and procedures, review project level HMIS performance data, and provide individual technical assistance. The Adult and Family Providers meet monthly to promote coordination, improve access to services, discuss barriers to achieving performance goals and identify strategies to assure success. The CoC also provides training opportunities to improve quality of care and support project applicants to implement best practices.

**How does the CoC assist poor performers to increase capacity? (limit 750 characters)**

The CoC has few poor performers, but when identified program applicants are provided one to one technical assistance and are required to develop a corrective plan of action that includes specific criteria and a timeline to resolve any issues. Program monitors track progress and report finds and recommendations to the Performance Review Committee.

**Does the CoC have any unexecuted grants awarded prior to FY2011?** No

**If 'Yes', list the grants with awarded amount:**

Project Awarded	Competitio n Year the Grant was Awarded	Awarded Amount
NA	NA	\$0
NA	NA	\$0
NA	NA	\$0
NA	NA	\$0
NA	NA	\$0
Total		\$0

**What steps has the CoC taken to track the length of time individuals and families remain homeless?  
(limit 1000 characters)**

The Collaborative Applicant tracks length of stay for each homeless program using HMIS data. However, because many persons participate in several programs (emergency shelter, transitional shelter, supportive services) during one spell of homelessness, tracking length of stay by individual program underestimates the total length of homelessness. Therefore, the Collaborative Applicant is working with its HMIS vendor to develop a report that can track length of stay across all homeless programs to identify the total length a specific homeless spell. The CoC has defined a spell as the length of time from admission date to the first homeless program to the discharge date of the last homeless program For persons using multiple programs, any gap between programs must be less than 90 days. If a gap between discharge and readmission is 90 days or longer, then a new spell of homelessness is considered to have occurred.

**What steps has the CoC taken to track the additional spells of homelessness of individuals and families in the CoC's geography?  
(limit 1000 characters)**

The CoC is working with its HMIS vendor to develop a report that can track and identify multiple spells of homelessness based on data aggregated across all homeless CoC providers. At the client level, staff use the common assessment tool to document housing and homeless history to identify individuals and families who have had a prior spell of homelessness. Additionally, because the CoC has chosen to use an open HMIS system, staff can also use HMIS to track homeless history within the Montgomery County CoC.

**What specific outreach procedures has the CoC developed to assist homeless service providers in the outreach efforts to engage homeless individuals and families?  
(limit 1500 characters)**

Montgomery County Department of Health & Human Services (DHHS), the Collaborative Applicant, is the primary funder of outreach services within the CoC. Working with the CoC Adult and Family Provider Teams, DHHS has developed a standard scope of services for all homeless outreach providers including outreach strategies to engage homeless individuals and procedures to refer, link, and provide a "warm" transfer to other services or housing providers. The Collaborative Applicant has also established standard protocols to collaborate with other DHHS providers working in Montgomery County Public Schools including the Linkages to Learning program and the Kennedy Cluster project, which serve low-income, at-risk families in targeted neighborhoods. The Collaborative Applicant also requires that providers maintain policies to access resources to serve limited English proficiency clients and recruit diverse staff to engage the population.

The CoC Adult and Family Provider Teams are used as a forum for providers to discuss outreach efforts, share information and promote coordination, and develop procedures. Training is also provided on best practices.

**What are the specific steps the CoC has incorporated to prevent homelessness within the CoC geography and how are these steps outlined in the jurisdiction(s) plans?  
(limit 1500 characters)**

The CoC's strategy to prevent homelessness is outlined in its 10-year plan and in the Consolidated Plan. Key elements are also included in Montgomery County's Housing Policy. Steps include:

1. Dept of Health & Human Services (DHHS) coordinates a system of emergency assistance for residents. Individuals & families at-risk of homelessness apply for assistance at 6 locations throughout the CoC. Applicants are assessed for emergency financial assistance available from DHHS & community providers to prevent eviction, obtain affordable housing, & prevent utility disconnect/restore services.
- 2, DHHS also provides case management services to help stabilize at-risk households including financial education, linkages to public benefits such as TANF, SNAP, Home Energy Assistance, & social security. Case managers also link households to mainstream rental assistance programs, employment & vocational programs.
- 3, Emergency Assistance Coalition meets regularly to coordinate emergency assistance. Members include government, faith-based, and nonprofit providers.
4. DHHS coordinates with the public school system (MCPS) to identify at-risk students and provide assistance before loss of housing.
5. DHHS operates a locally funded rental assistance program which provides a shallow rent subsidy to low-income families, elderly, and disabled individuals.
6. CoC members including HOC and DHCA continue to work to increase affordable housing for low and very-low income residents.

**Did the CoC exercise its authority and receive approval from HUD to serve families with children and youth defined as homeless under other Federal statutes?** No

HEARTH FY2012 CoC Consolidated Application	Page 85	01/18/2013
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**If 'Yes', specifically describe how the funds were used to prevent homelessness among families with children and youth who are at the highest risk of becoming homeless (limit 1500 characters)**

NA

**If 'Yes', specifically describe how the funds were used to assist families with children and youth achieve independent living (limit 1500 characters)**

NA

## 4B. Continuum of Care (CoC) Chronic Homeless Progress

### Instructions:

HUD tracks each CoCs progress toward ending chronic homelessness.

CoCs are to track changes from one year to the next in the number of chronically homeless persons as well as the number of beds available for this population. CoCs will complete this section using data reported for the FY2010, FY2011, and FY2012 (if applicable) point-in-time counts as well as the data collected and reported on the Housing Inventory Counts (HIC) for those same years. For each year, indicate the total unduplicated point-in-time count of chronically homeless as reported in that year. For FY2010 and FY2011, this number should match the number indicated on form 2J of the respective years Exhibit 1. For FY2012, this number should match the number entered on the Homeless Data Exchange (HDX). CoCs should include beds designated for this population from all funding sources.

Additionally, CoCs will specifically describe how chronic homeless eligible is determined within the CoC and how the data is collected.

**Indicate the total number of chronically homeless persons and total number of permanent housing beds designated for the chronically homeless persons in the CoC for FY2010, FY2011, and FY2012:**

Year	Number of CH Persons	Number of PH beds for the CH
2010	184	116
2011	344	149
2012	199	190

**What methods does the CoC used to determine chronic homeless eligibility and how is data collected for this population (limit 1000 characters)**

The CoC determines chronic homeless eligibility in accordance with the definition most recently issued by HUD. Using the CoC's common assessment tool each person is interviewed to obtain information about current housing situation, history of homelessness as well as behavioral health and medical conditions that may indicate a disability. Providers work with homeless persons to obtain verification to document status. Montgomery County uses a formal protocol to identify street homeless persons and to assess needs. The outreach providers, emergency, transitional, and permanent supportive housing programs all enter data into the HMIS system to assist in identifying persons who are chronically homeless. In addition, the CoC is working with its HMIS vendor to develop reports to monitor data collection for this population.

**Indicate the number of new permanent housing beds in place and made available for occupancy for the chronically homeless between February 1, 2011 and January 31, 2012:**

40

**If the number of chronically homeless persons increased or if the number of permanent beds designated for the chronically homeless decreased, please explain (limit 750 characters)**

From 2011 to 2012, the number of chronically homeless adults identified through the annual Point-in-Time count decreased from 344 to 199. This can be attributed to increased collaboration and coordination with outreach providers to engage and refer homeless persons to transitional and permanent supportive housing. In addition, the CoC increased its number of permanent supportive housing beds by opening a program for chronically homeless families and the acquisition of additional VASH vouchers which made it possible to move chronically homeless persons out of homelessness.

**Identify the amount of funds from each funding source for the development and operations costs of the new permanent housing beds designated for the chronically homeless, that were created between February 1, 2011 and January 31, 2012:**

Cost Type	HUD McKinney-Vento	Other Federal	State	Local	Private
Development					
Operations	\$242,385	\$171,528		\$6,072	\$26,880
<b>Total</b>	<b>\$242,385</b>	<b>\$171,528</b>	<b>\$0</b>	<b>\$6,072</b>	<b>\$26,880</b>

## 4C. Continuum of Care (CoC) Housing Performance

### Instructions:

HUD will assess CoC performance of participants remaining in permanent housing for 6 months or longer. To demonstrate performance, CoCs must use data on all permanent housing projects that should have submitted an APR for the most recent operating year. Projects that did not submit an APR on time must also be included in this calculation.

Complete the table below using cumulative data on the most recent APRs submitted by all permanent housing projects within the CoC that should have submitted one. Once amounts have been entered click "Save" which will auto-calculate the percentage. CoCs that do not have CoC-funded permanent housing projects for which an APR was required should select "No" to the question below. This only applies to CoCs that do not have any CoC-funded permanent housing projects currently operating within their CoC that should have submitted an APR.

Does the CoC have any permanent housing projects for which an APR was required to be submitted? Yes

Participants in Permanent Housing (PH)	
a. Number of participants who exited permanent housing project(s)	81
b. Number of participants who did not leave the project(s)	491
c. Number of participants who exited after staying 6 months or longer	71
d. Number of participants who did not exit after staying 6 months or longer	457
e. Number of participants who did not exit and were enrolled for less than 6 months	34
<b>TOTAL PH (%)</b>	<b>92</b>

### Instructions:

HUD will assess CoC performance in moving participants from transitional housing programs into permanent housing. To demonstrate performance, CoCs must use data on all transitional housing projects that should have submitted an APR for the most recent operating year. Projects that did not submit an APR on time must also be included in this calculation.

Complete the table below using cumulative data on the most recent APRs submitted by all transitional housing projects within the CoC that should have submitted one. Once amounts have been entered click "Save" which will auto-calculate the percentage. CoCs that do not have CoC-funded transitional housing projects for which an APR was required should select "No" to the question below. This only applies to CoCs that do not have any CoC-funded transitional housing projects currently operating within their CoC that should have submitted an APR.

Does the CoC have any transitional housing projects for which an APR was required to be submitted? Yes

<b>Participants in Transitional Housing (TH)</b>	
<b>a. Number of participants who exited TH project(s), including unknown destination</b>	151
<b>b. Number of SHP transitional housing participants that moved to permanent housing upon exit</b>	120
<b>TOTAL TH (%)</b>	79

## 4D. Continuum of Care (CoC) Cash Income Information

### Instructions:

HUD will assess CoC performance in assisting program participants with accessing cash income sources. To demonstrate performance, CoCs must use data on all non-HMIS projects that should have submitted an APR in e-snaps for the most recent operating year. Projects that did not submit an APR on time must also include the data in this calculation.

Complete the table below using cumulative data as reported on the most recent submitted HUD APR in e-snaps for all non-HMIS projects within the CoC that should have submitted one. The CoC will first indicate the total number of exiting adults. Next, enter the total number of adults who exited CoC non-HMIS projects with each source of cash income. Once the total number of exiting adults has been entered, select "Save" and the percentages will auto-calculate. CoCs that do not have any non-HMIS projects for which an APR was required should select "No" to the question below. This only applies to CoCs that do not have any CoC-funded non-HMIS projects currently operating within the CoC that should have submitted an APR.

**Total Number of Exiting Adults: 353**

### Total Number of Exiting Adults

Cash Income Sources (Q25a1.)	Number of Exiting Adults	Exit Percentage (Auto-Calculated)
Earned income	88	25%
Unemployment insurance	6	2%
SSI	46	13%
SSDI	32	9%
Veteran's disability	0	0%
Private disability insurance	0	0%
Worker's compensation	1	0%
TANF or equivalent	21	6%
General assistance	10	3%
Retirement (Social Security)	4	1%
Veteran's pension	1	0%
Pension from former job	1	0%
Child support	9	3%
Alimony (Spousal support)	0	0%
Other source	7	2%
No sources (from Q25a2.)	139	39%

The percentage values will be calculated by the system when you click the "save" button.

Does the CoC have any non-HMIS projects for which an APR was required to be submitted? Yes

## 4E. Continuum of Care (CoC) Non-Cash Benefits

### Instructions:

HUD will assess CoC performance in assisting program participants with accessing non-cash benefit sources to improve economic outcomes of homeless persons. To demonstrate performance, CoCs must use data on all non-HMIS that should have submitted an APR in e-snaps for the most recent operating year. Projects that did not submit an APR on time must also include the data in this calculation.

Complete the table below using cumulative data from the most recent submitted HUD APR in e-snaps for all non-HMIS projects within the CoC that should have submitted one. The CoC will first indicate the total number of exiting adults. Next, enter the total number of adults who exited CoC non-HMIS projects with each source of non-cash benefits. Once the total number of exiting adults has been entered, select "Save" and the percentages will auto-calculate. CoCs that do not have any non-HMIS projects for which an APR was required should select "No" to the question below. This only applies to CoCs that do not have any CoC-funded non-HMIS projects currently operating within the CoC that should have submitted an APR.

**Total Number of Exiting Adults: 353**

**Total Number of Exiting Adults:**

Non-Cash Benefit Sources (Q26a1.)	Number of Exiting Adults	Exit Percentage (Auto-Calculated)
Supplemental nutritional assistance program	107	30%
MEDICAID health insurance	110	31%
MEDICARE health insurance	26	7%
State children's health insurance	3	1%
WIC	6	2%
VA medical services	1	0%
TANF child care services	6	2%
TANF transportation services	0	0%
Other TANF-funded services	0	0%
Temporary rental assistance	0	0%
Section 8, public housing, rental assistance	2	1%
Other source	18	5%
No sources (from Q26a2.)	124	35%

The percentage values will be calculated by the system when you click the "save" button.

Does the CoC have any non-HMIS projects for which an APR was required to be submitted? Yes

## **4F. Continuum of Care (CoC) Participation in Energy Star and Section 3 Employment Policy**

### **Instructions:**

HUD promotes energy-efficient housing. All McKinney-Vento funded projects are encouraged to purchase and use Energy Star labeled products. For information on the Energy Star Initiative go to: [www.energystar.gov](http://www.energystar.gov) .

A "Section 3 business concern" is one in which: 51% or more of the owners are Section 3 residents of the area of services; or at least 30% of its permanent full-time employees are currently Section 3 residents of the area of services; or within three years of their date of hire with the business concern were Section 3 residents; or evidence of a commitment to subcontract greater than 25% of the dollar award of all subcontracts to businesses that meet the qualifications in the above categories is provided. The Section 3 clause can be found at 24 CFR Part 135.

**Has the CoC notified its members of the Energy Star Initiative?** Yes

**Are any projects within the CoC requesting funds for housing rehabilitation or new construction?** No

**If 'Yes' to above question, click save to provide activities**

**If yes, are the projects requesting \$200,000 or more?**

## **4G. Continuum of Care (CoC) Enrollment and Participation in Mainstream Programs**

**It is fundamental that each CoC systematically help homeless persons to identify, apply for, and follow-up to receive benefits under SSI, SSDI, TANF, Medicaid, Food Stamps, SCHIP, WIA, and Veterans Health Care as well as any other State or Local program that may be applicable.**

**Does the CoC systematically analyze its projects APRs in order to improve access to mainstream programs?** Yes

**If 'Yes', describe the process and the frequency that it occurs:**

APRs and other HMIS data quality reports are sent to the CoC program monitors on a monthly basis. Data is not only reviewed for accuracy, but to assess the outcome progress toward goals. Recommendations are made to the CoC Performance Review Committee which also utilizes this information to review projects' performance.

**Does the CoC have an active planning committee that meets at least 3 times per year to improve CoC-wide participation in mainstream programs?** Yes

**If 'Yes', indicate all meeting dates in the past 12 months:**

Jan. 25, 2012  
Feb. 22, 2012  
March 28, 2012  
April 25, 2012  
May 23, 2012  
June 27, 2012  
July 25, 2012  
October 24, 2012  
November 28, 2012

**Does the CoC coordinate with the State Interagency Council on Homelessness to reduce or remove barriers to accessing mainstream services?** Yes

**Does the CoC and/or its providers have specialized staff whose primary responsibility is to identify, enroll, and follow-up with homeless persons on participation in mainstream programs?** Yes

**If 'Yes', identify these staff members:** Both

**Does the CoC systematically provide training on how to identify eligibility and program changes for mainstream programs to provider staff:** Yes

**If 'Yes', specify the frequency of the training:** Bi-monthly

**Does the CoC use HMIS as a way to screen for mainstream benefit eligibility?** Yes

**If 'Yes', indicate for which mainstream programs HMIS completes screening:**

CoC homeless providers routinely assess clients using HMIS assessment screening tool that includes information regarding income, assets, debts, benefit entitlement application status, health status, disabilities, family, and other demographic variables. Staff is trained in basic entitlement eligibility criteria and will refer clients to the appropriate mainstream resources such as Supplement Nutritional Assistance Programs, TANF, Social Security, Medical Assistance, local emergency assistance, and other benefits, if eligible.

**Has the CoC participated in SOAR training?** Yes

**If 'Yes', indicate training date(s):**

Jan. 17 & Jan. 18, 2012  
Feb. 2, 2012  
April 19, 2012  
June 11 & June 12, 2012  
October 23 & October 24, 2012

## 4H. Homeless Assistance Providers Enrollment and Participation in Mainstream Programs

Indicate the percentage of homeless assistance providers that are implementing the following activities:

Activity	Percentage
<b>1. Case managers systematically assist clients in completing applications for mainstream benefits.</b> <b>1a. Describe how service is generally provided:</b>	100%
All outreach providers and projects within the CoC have case managers who assess eligibility for mainstream benefits. Case managers work with clients to obtain necessary documentation, complete and submit the application and follow-up if necessary.	
<b>2. Homeless assistance providers supply transportation assistance to clients to attend mainstream benefit appointments, employment training, or jobs:</b>	100%
<b>3. Homeless assistance providers use a single application form for four or more mainstream programs:</b> <b>3.a Indicate for which mainstream programs the form applies:</b>	100%
Supplemental Nutritional Assistance Program, Medicaid, TANF, and TDAP (State funded cash assistance for single disabled adults)	
<b>4. Homeless assistance providers have staff systematically follow-up to ensure mainstream benefits are received:</b>	100%
<b>4a. Describe the follow-up process:</b>	
Case managers work with clients to obtain necessary documentation, complete and submit applications for mainstream benefits. Once submitted, case managers help clients to track the application status, obtain and submit additional required information and help clients navigate the appeals process if necessary.	

## 4I. Unified Funding Agency

### Instructions

CoCs that were approved for UFA designation during the FY2011 CoC Registration process must complete all of the questions below in full.

**Is the collaborative applicant able to apply to HUD for funding for all of the projects within the geographic area and enter into a grant agreement with HUD for the entire geographic area?** No

**Is the collaborative applicant able to enter into legal binding agreements with subrecipients and receive and distribute funds to subrecipients for all projects with the geographic area?** No

**What experience does the CoC have with managing federal funding, excluding HMIS experience?  
(limit 1500 characters)**

NA

**Indicate the financial management system that has been established by the UFA applicant to ensure grant funds are executed timely with subrecipients, spent appropriately, and draws are monitored. (limit 1500 characters)**

NA

**Indicate the process for monitoring subrecipients to ensure compliance with HUD regulations and the NOFA. (limit 1500 characters)**

NA

**What is the CoC's process for issuing concerns and/or findings to HUD-funded projects?  
(limit 1500 characters)**

NA

**Specifically describe the process the CoC will use to obtain approval for any proposed grant agreement amendments prior to submitting the request for amendment to HUD.  
(limit 1500 characters)**

NA

## Attachments

Document Type	Required?	Document Description	Date Attached
Certification of Consistency with the Consolidated Plan	Yes	MD-601 Certificat...	01/08/2013
CoC-HMIS Governance Agreement	No		
Other	No		
Other	No		
Other	No		
Other	No		
Other	No		
Other	No		

## **Attachment Details**

**Document Description:** MD-601 Certification of Consistency with Consolidated Plan

## **Attachment Details**

**Document Description:**

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**Document Description:**

## Submission Summary

Page	Last Updated
1A. Identification	No Input Required
1B. CoC Operations	01/13/2013
1C. Committees	01/17/2013
1D. Member Organizations	01/10/2013
1E. Project Review and Selection	01/17/2013
1F. e-HIC Change in Beds	01/17/2013
1G. e-HIC Sources and Methods	12/27/2012
2A. HMIS Implementation	01/14/2013
2B. HMIS Funding Sources	12/27/2012
2C. HMIS Bed Coverage	01/14/2013
2D. HMIS Data Quality	01/15/2013
2E. HMIS Data Usage	01/17/2013
2F. HMIS Data and Technical Standards	01/09/2013
2G. HMIS Training	12/11/2012
2H. Sheltered PIT	01/17/2013
2I. Sheltered Data - Methods	01/17/2013
2J. Sheltered Data - Collections	01/14/2013
2K. Sheltered Data - Quality	01/17/2013
2L. Unsheltered PIT	01/14/2013
2M. Unsheltered Data - Methods	01/17/2013
2N. Unsheltered Data - Coverage	01/12/2013
2O. Unsheltered Data - Quality	01/17/2013
Objective 1	01/17/2013
Objective 2	01/14/2013
Objective 3	01/15/2013
Objective 4	01/17/2013

<b>Objective 5</b>	01/17/2013
<b>Objective 6</b>	01/17/2013
<b>Objective 7</b>	01/17/2013
<b>3B. Discharge Planning: Foster Care</b>	01/18/2013
<b>3B. CoC Discharge Planning: Health Care</b>	01/18/2013
<b>3B. CoC Discharge Planning: Mental Health</b>	01/18/2013
<b>3B. CoC Discharge Planning: Corrections</b>	01/18/2013
<b>3C. CoC Coordination</b>	01/18/2013
<b>3D. CoC Strategic Planning Coordination</b>	01/17/2013
<b>3E. Reallocation</b>	01/06/2013
<b>4A. FY2011 CoC Achievements</b>	01/18/2013
<b>4B. Chronic Homeless Progress</b>	01/17/2013
<b>4C. Housing Performance</b>	01/14/2013
<b>4D. CoC Cash Income Information</b>	01/16/2013
<b>4E. CoC Non-Cash Benefits</b>	01/16/2013
<b>4F. Section 3 Employment Policy Detail</b>	01/06/2013
<b>4G. CoC Enrollment and Participation in Mainstream Programs</b>	01/17/2013
<b>4H. Homeless Assistance Providers Enrollment and Participation in Mainstream Programs</b>	01/17/2013
<b>4I. Unified Funding Agency</b>	No Input Required
<b>Attachments</b>	01/08/2013
<b>Submission Summary</b>	No Input Required

# Certification of Consistency with the Consolidated Plan

U.S. Department of Housing  
and Urban Development

I certify that the proposed activities/projects in the application are consistent with the jurisdiction's current, approved Consolidated Plan.  
(Type or clearly print the following information:)

Applicant Name: Montgomery County Continuum of Care - MD-601

Project Name: See Attached List

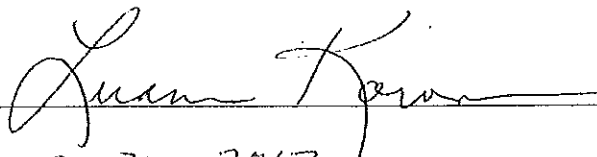
Location of the Project: See Attached List

Name of the Federal  
Program to which the  
applicant is applying: HUD Continuum of Care

Name of  
Certifying Jurisdiction: Montgomery County, MD

Certifying Official  
of the Jurisdiction  
Name: Luann Korona

Title: Chief, Community Development Division - DHCA

Signature: 

Date: 12.31.2012

## Attachment to Certification of Consistency with the Consolidated Plan

**Applicant Name:** Continuum of Care MD-601

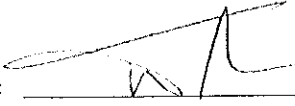
**Name of Certifying Jurisdiction:** Montgomery County, Maryland

<b>Project Name</b>	<b>Location</b>	<b>Federal Program</b>
Interfaith Works Inc.: Carroll House	9625 Dewitt Drive Silver Spring, MD 20910	CoC Program: Transitional
City of Gaithersburg: Wells/Robertson House	31 S. Summit Avenue Gaithersburg, MD 20877	CoC Program: Transitional
The Dwelling Place	610 East Diamond Ave #300 Gaithersburg, MD 20877 scattered sites in Montgomery County	CoC Program: Permanent
Housing Opportunities Commission: Permanent Supportive Housing McKinney 3	10400 Detrick Avenue Kensington, MD 20895 scattered sites in Montgomery County	CoC Program: Permanent
Housing Opportunities Commission: Permanent Supportive Housing McKinney 10	10400 Detrick Avenue Kensington, MD 20895 scattered sites in Montgomery County	CoC Program: Permanent
Housing Opportunities Commission: Permanent Supportive Housing McKinney 12	10400 Detrick Avenue Kensington, MD 20895 scattered sites in Montgomery County	CoC Program: Permanent
Housing Opportunities Commission: Shelter Plus Care	10400 Detrick Avenue Kensington, MD 20895 scattered sites in Montgomery County	CoC Program: Permanent
Housing Opportunities Commission: New Neighbors (Shelter Plus Care 2)	10400 Detrick Avenue Kensington, MD 20895 scattered sites in Montgomery County	CoC Program: Permanent
Housing Opportunities Commission: New Neighbors II (Shelter Plus Care 3)	10400 Detrick Avenue Kensington, MD 20895 scattered sites in Montgomery County	CoC Program: Permanent
Interfaith Works Inc.: Interfaith Homes (New Project)	114 West Montgomery Avenue Rockville, MD 20850 scattered sites in Montgomery County	CoC Program: Permanent
Montgomery Avenue Women's Center	12250-C Wilkins Avenue, Rockville, MD 20850	CoC Program: Supportive Services Only
Montgomery County Coalition for the Homeless: Safe Havens	600 B East Gude Drive Rockville, MD 20850 in four locations in Montgomery County	CoC Program: Safe Haven
Montgomery County Coalition for the Homeless: Personal Living Quarters/Seneca Heights Apartments	18715 North Frederick Ave, Gaithersburg, MD	CoC Program: Permanent
Montgomery County Coalition for the Homeless: Home First I	600 B East Gude Drive Rockville, MD 20850 scattered sites in Montgomery County	CoC Program: Permanent
Montgomery County Coalition for the Homeless: Home First II	600 B East Gude Drive Rockville, MD 20850 scattered	CoC Program: Permanent

	sites in Montgomery County	
Montgomery County Coalition for the Homeless: Home First III	600 B East Gude Drive Rockville, MD 20850 scattered sites in Montgomery County	CoC Program: Permanent
Montgomery County Coalition for the Homeless: Cordell	4715 Cordell Avenue Bethesda MD 20814	CoC Program: Permanent
Montgomery County Coalition for the Homeless: Hope Housing	600 B East Gude Drive Rockville, MD 20850 scattered sites in Montgomery County	CoC Program: Permanent
National Center for Children and Families: Family Stabilization Program	6301 Greentree Road Bethesda, MD 20817 scattered sites in Montgomery County	CoC Program: Transitional
People Encouraging People, Inc.	255 N. Stonestreet Avenue, Rockville, MD 20850 scattered sites in Montgomery County	CoC Program: Permanent
Montgomery County Department of Health & Human Services	401 Hungerford Drive Rockville, MD 20850	CoC Program: Planning Grant

**Certification of Consistency  
with the Consolidated Plan**U.S. Department of Housing  
and Urban Development

I certify that the proposed activities/projects in the application are consistent with the jurisdiction's current, approved Consolidated Plan.  
(Type or clearly print the following information:)

Applicant Name: Montgomery County Continuum of Care - MD-601Project Name: See Attached ListLocation of the Project: See Attached ListName of the Federal  
Program to which the  
applicant is applying: HUD Continuum of CareName of  
Certifying Jurisdiction: City of GaithersburgCertifying Official  
of the Jurisdiction  
Name: Tony TomaselloTitle: City ManagerSignature: \_\_\_\_\_Date: 12/27/12

**Attachment to Certification of Consistency with the Consolidated Plan**

**Applicant Name:** Montgomery County Department of Health and Human Services

**Name of Certifying Jurisdiction:** City of Gaithersburg

<b>Project Name</b>	<b>Location</b>	<b>Federal Program</b>
City of Gaithersburg: Wells/Robertson House	1 Wells Avenue Gaithersburg, MD 20877	CoC Program: Transitional
Dwelling Place	610 East Diamond Ave #300 Gaithersburg, MD 20877 Scattered sites	CoC Program: Permanent
Montgomery County Coalition for the Homeless: Personal Living Quarters/Seneca Heights Apartments	18715 North Frederick Ave Gaithersburg 20879	CoC Program: Permanent

# **Appendix A – Citizen Participation**



MONTGOMERY COUNTY, MARYLAND

DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS

## **MONTGOMERY COUNTY DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS CITIZEN PARTICIPATION PLAN**

### **I. INTRODUCTION**

Montgomery County is committed to making local government open, accessible and responsive to its residents. Opportunities for involvement in governmental decision-making and community development issues existed prior to the inception of the Community Development Block Grant (CDBG) program and extend beyond the scope of the federal requirements. This plan outlines procedures the Department of Housing and Community Affairs (DHCA) will follow in support of the County's commitment to resident involvement and in compliance with the Department of Housing and Urban Development's (HUD's) requirements for the Consolidated Plan. This plan is only one component of Montgomery County's extensive and on-going efforts to provide meaningful opportunities for all county residents to fully participate in their government. This plan is reviewed and updated by DHCA staff as needed to reflect changes that enhance outreach and participation efforts.

The Consolidated Plan is a document that is submitted to HUD and that serves as the comprehensive housing affordability strategy and community development plan, and which guides submissions for funding under any of the Community Planning and Development formula grant programs, including the Community Development Block Grant Program, the HOME Investments Partnership Program (HOME), the Emergency Solutions Grant (ESG) Program and the Housing for Persons with Aids program (HOPWA). It should be noted that HOPWA is funded at the regional level and the County's Department of Health and Human Services (DHHS) is the local "program sponsor" responsible for HOPWA funding. Also, beginning in 2012, DHHS and the Department of Housing and Community Development entered into a Memorandum of Understanding whereby DHHS would administer the ESG grant for the foreseeable future. Citizen participation related to ESG funding is implemented through the Continuum of Care (CoC) process and is described in CoC annual funding application, which comprises Section 3 of the Consolidated Plan.

DHCA is the lead agency responsible for overseeing the development of the Consolidated Plan. It is an executive branch agency of Montgomery County Government and its mission is to:

- plan and implement activities which prevent and correct problems that contribute to

- the physical decline of residential and commercial areas;
- maintain a marketplace which is fair to both landlords and tenants;
- increase the supply of new affordable housing and preserve the affordability of the existing rental housing stock;
- maintain existing housing in a safe and sanitary condition, and
- support community programs that benefit our residents.

## **II. FEDERAL REQUIREMENTS FOR CITIZENS PARTICIPATION**

The citizen participation process in Montgomery County has been designed to meet and exceed minimum federal requirements. The federal requirements which govern the programs administered by the DHCA are published in the Code of Federal Regulations at 24 CFR Parts 91, 92, 570, 574, 576, and 968. The preparation of a Citizen Participation Plan is specifically addressed at 24 CFR 91.105.

### ***INFORMATION***

#### **A. Types of information provided**

Federal regulations require the dissemination of certain information. This information is:

- The amount of CDBG, HOME, and ESG funds expected to be available;
- The range of activities that may be undertaken with available funds;
- The estimated amount of available funds proposed to be used for activities that will benefit low and moderate income persons;
- The proposed CDBG, HOME and ESG activities likely to result in displacement, and the plans and policies developed for minimizing such displacement of persons as a result of its proposed activities; and,
- The types and levels of assistance the grantee will make available (or will require others to make available) to persons displaced by CDBG, HOME, and ESG funded activities, even if the grantee expects no such displacement to occur.

#### **B. Methods of providing information and seeking input**

Federal regulations require that information be provided and input be sought in certain ways:

- Public hearings - Two public hearings are required to obtain the views of citizens on housing and community development needs, non-housing community development needs, development of proposed activities, and review of program performance. The

public is given a minimum of two weeks notice of the date of the hearings, and at least 30 days to provide written comments.

- Publications - Both a Consolidated Plan and a Consolidated Annual Performance Report are required. The availability of these plans is advertised in the local newspaper. Summaries and copies of the Consolidated Plan are distributed to surrounding jurisdictions and Regional Service Center offices to provide the public with an opportunity to comment on community development goals and strategies, the projected use of funds, and the County's performance in meeting its community development objectives. All written comments are considered and included in the final reports. Information is posted on the DHCA web site and is provided in alternative formats upon request. The Office of Community Partnerships is leading a county-wide effort to increase participation and access to information among persons with limited English proficiency.

DHCA is continuously exploring alternative public involvement techniques, attending meetings of civic associations and business groups in areas where CDBG funds are proposed to be used and reaching out through non-profit partners, through presentations to the Regional Services Centers' Citizen Advisory Boards and through participation at government-sponsored Town Hall meetings at locations throughout the County and through involvement with other boards, committees or commissions.

Input from county residents is sought in a variety of ways:

- Small group discussions, work groups and task forces are convened around topics such as affordable housing and code enforcement and to address the needs of specific groups, such as seniors, renters, persons with disabilities or the homeless.
- Events like the annual Housing Fair and the Affordable Housing Conference and activities at which DHCA is asked to participate provide opportunities to increase public awareness of community development issues, provide information about county programs (especially CDBG-funded activities), and solicit comments regarding community development needs and performance feedback.
- Community meetings are attended: staff members serve as guest speakers, meet with neighborhood and other special-interest groups, and serve on a variety of committees to explain programs and solicit comments on community development needs, goals, strategies, priorities, and the projected use of funds as described in the Consolidated Plan, as well as to discuss past performance and obtain feedback.
- Interest groups are consulted: staff members solicit input from agencies representing special interest groups, such as the Housing Opportunities Commission (HOC), the Human Rights Commission (HRC), the Department of Health and Human Services (DHHS), the Office of Community Partnerships, nonprofit service providers and others so that the opinions of low-income residents, residents of public and assisted

housing, persons with disabilities, those with limited English proficiency, the homeless and others with special needs are considered in determining needs, setting goals and priorities, and evaluating accomplishments.

- Opportunity for electronic input is provided: both HUD and the County have internet web pages which provide the public with an opportunity to view and comment on relevant information, including the most recent Consolidated Plan. Distribution of information through neighborhood “list-serves,” through email “blasts” and via links from other sites is increasing access to information and the opportunity for input.
- In accordance with federal requirements, the public is made aware of any substantial changes to activities described in the Consolidated Plan, and is provided with reasonable and timely access to information relating to the Consolidated Plan and regarding the use of CDBG, ESG, or HOME assistance received.

### **III. COMMUNITY DEVELOPMENT ADVISORY COMMITTEE**

An advisory committee has existed since 1978 to serve as the formal citizens’ participation body, acting as a link between the county and its residents. The formation of the CDAC is authorized by the County Executive through an Executive Order and staffed by DHCA. Membership on the advisory committee is through a formal recruitment process handled in collaboration and under the direction of staff in the County Executive’s office. Outreach efforts are directed at encouraging diverse membership broadly representative of the county and inclusive of those from areas in which funds are proposed to be used and those of low- and moderate-incomes.

The committee’s primary responsibilities include the following:

- Conducting an annual public hearing related to community development needs, past community development performance, and the development of the Consolidated Plan.
- Reviewing and recommending CDBG projects for funding.
- Reviewing and commenting on the draft Consolidated Plan.
- Making recommendations to the Director of DHCA, the County Executive, and the County Council on the use of CDBG funds for the county.
- Commenting on status reports from DHCA staff on the planning, monitoring, evaluation, and effectiveness of ongoing community development projects, and reviewing any proposed changes to the Consolidated Plan.

### **IV. MEMBERSHIP**

The CDAC is composed of a maximum of 15 members who are broadly representative of the county’s residents, as noted above. Individuals interested in serving on the CDAC are notified through public advertisements that the committee is seeking new members. Community organizations are also notified of vacancies on the committee, with staff conducting targeted

outreach to increase awareness of opportunities for service among those groups that may be under represented on the committee, and who may not be likely to respond to public advertisements. Prospective new members submit letters of interest to the County Executive, who selects and appoints all representatives based on DHCA staff recommendations.

The criteria for appointment is a familiarity with problems of low income neighborhoods in the county, familiarity with or interest in the problems of special needs populations, and a willingness to serve. The degree to which the applicant enhances the diversity of the committee is also a consideration. Persons must be willing to devote a significant amount of volunteer time during the year, particularly during the review and evaluation process of CDBG applications (normally during the months of October and November, and the first week in December).

Those persons who currently serve on a board, committee, or commission established by the County Council or County Executive, or who are county employees, employees of the HOC, the Maryland National Capital Parks and Planning Commission (MNCPPC), or any local government, or who are elected officials of any federal, state, or local government are not eligible for membership on the CDAC.

#### **V. TERMS FOR APPOINTMENT**

Members serving on the CDAC are appointed to serve a three year term. Members may be reappointed by the County Executive no more than once. The Chairperson of the CDAC is designated annually by the County Executive. This appointment is based on leadership abilities demonstrated from the previous year's service on the committee. The Chairperson may serve no more than two years in that role.

#### **VI. HOUSING LOAN REVIEW COMMITTEE**

The Housing Loan Review Committee (HLRC) is a diverse group of county staff who are designated by the Director of DHCA to review funding proposals for multi-family housing developments. The committee makes recommendations to the director regarding the allocation of funds and conditions for funding for the proposals. The proposals, from private and non-profit developers, are for loans funded with the County's federal HOME and/or CDBG funds, or local Housing Initiative funds. The loans are used to acquire, rehabilitate, and/or develop additional affordable housing for persons with low and moderate incomes. Currently the committee is comprised of one representative from the Office of Management and Budget (OMB), one representative from the Department of Health and Human Services (DHHS), one representative from the Department of Finance, and three representatives from DHCA. Members of the committee are knowledgeable in affordable housing development, finance, and/or management. All are committed to providing affordable housing to low and moderate income persons, including those with special needs. The committee has regular monthly meetings, but may meet more frequently if there are proposals ready for review. Members do not serve for specified terms and recommendations are reached by consensus.

The HLRC has developed threshold criteria and funding preferences for all housing proposals. The committee applies these criteria and preferences to proposals as it develops its recommendations. These comprehensive criteria assess the following aspects of each proposal:

- compliance with the funding program’s mission statement;
- public purpose;
- neighborhood needs assessment;
- financial feasibility and financial need;
- leveraging;
- cost reasonableness;
- total county request;
- project design
- physical assessment (of any existing structures to be rehabilitated)
- market feasibility;
- readiness to go;
- community support;
- availability of support services (if applicable);
- development team capacity; and,
- land use and zoning.

#### **VII. SUBCOMMITTEES**

From time to time, the full committees of either the CDAC or the HLRC may create subcommittees to further examine proposed activities and/or may invite others to its meetings for the purpose of providing information or input, thereby broadening the level of public participation.

#### **VIII. HOUSING AND COMMUNITY AFFAIRS PROGRAM INFORMATION**

DHCA promotes interest and involvement in the community development program by maintaining a steady flow of information to the community and providing meaningful opportunities for input. Staff attends community meetings and uses visual display boards, maps and a variety of means to convey information. The department has a Limited Access Plan for outreach to persons with limited English proficiency. Information is provided in alternative formats upon request to accommodate persons with disabilities.

Current information about the ESG, CDBG, and HOME programs, the citizen participation process, the amount of funds available, the range of activities which may be undertaken and those that have been previously funded, ineligible activities, the application development and review process, and other important program requirements is provided. This information is distributed widely, especially at the time planning begins for the next program year. Non-profit groups representative of low and moderate income persons are given technical assistance in developing funding proposals upon request.

Information is provided electronically and on the DHCA web site. Limited “hard copies” of current publications and announcements are available for reference and duplication at the Regional

Service Centers and at regional county libraries. Staff also provides “hand-outs” as requested when participating in outreach events or community briefings.

At least ten days prior to each public hearing, notice is published in easily readable type in one or two newspapers of general circulation. The notice includes the date, time, place, procedures of the hearing, and topics to be considered. Reasonable efforts are made to publicize hearings by other means, particularly to those groups representing persons living in public housing, those who have special needs, such as persons with limited English proficiency, persons with disabilities or those who are homeless. Information is available in alternative formats upon request and hearings are conducted in accessible locations.

Documents relevant to the HOME, ESG, and CDBG programs are available for citizen review in the DHCA from 8:30 a.m. to 5:00 p.m. on regular working days.

The following materials are available for review by interested persons:

- All mailings and promotional material;
- Records of hearings;
- All key documents, including prior applications, letters of approval, performance reports, other reports required by HUD, and the approved application for the current year;
- Copies of the regulations and issuances governing the program; and
- Explanation of important program requirements, such as contracting procedures, environmental policies, fair housing and other equal opportunity requirements, relocation provisions, and federal labor standards.

Copies of the proposed and approved Consolidated Plan are placed in Regional Service Centers. Additionally, the plan is available for review and public comment on the department’s web site and offices. Interested parties are given the opportunity to comment on the draft plan.

A notice which announces that the plan is available to interested persons upon request is published in a newspaper of general circulation 30 days prior to the draft Plan being submitted to HUD for approval. The notice also includes the procedure to be followed if persons wish to object to approval of the plan by HUD.

## **IX. SCOPE OF PARTICIPATION**

DHCA continues to encourage the involvement of county residents in all stages of the planning, implementation, and evaluation process. While there are federal submission deadlines and formal public comment periods with which the county must comply for the submission of certain documents, the process of soliciting public input is ongoing, driven not by time constraints but by the county’s commitment to be responsive and accountable to its residents, the county’s commitment to continuous improvement in the delivery of services, and the county’s commitment to the achievement of results.

## **X. COMPLAINTS**

All unresolved complaints are referred to the Director of DHCA. Reasonable effort is made to provide responses, written where necessary, within 15 working days after a complaint has been received. If a response is not completed within 15 days, the appropriate individual will be contacted and provided an explanation for the delay.

## **XI. TECHNICAL ASSISTANCE**

Technical assistance is provided to:

- Groups representative of persons of low- and moderate-income who request assistance, so they may participate in planning, implementing, and assessing the program.
- Groups representative of low- and moderate- income persons, and groups of residents of low- and moderate- income neighborhoods, which request assistance in developing proposals and statements of views.
- Organizations proposing to provide services to the homeless and other special needs populations.

Technical assistance is provided by DHCA staff members. When necessary or required, DHCA will conduct workshops to provide technical assistance on the various HUD-funded programs it is charged with implementing, including CDBG and HOME.

## **X. CRITERIA FOR SUBSTANTIAL AMENDMENT**

Amendments to the Consolidated Plan are made whenever *any* of the following occur:

1. There is a change in allocation priorities or a change in the method of distribution of funds;
2. An activity not previously described in the action plan will be carried out; or,
3. There is a change in the purpose, scope, location or beneficiaries of an activity.

A change will be considered substantial to the extent that the amount involved in any one change is in excess of \$300,000, and the change would be from one eligible activity to another and the category of beneficiary (e.g. the homeless, the elderly, the disabled) would be altered.

To seek input prior to implementing any substantial change, a notice of the change will be published in a newspaper of general circulation and on DHCA's web page not less than thirty (30) days prior to implementing the change. Written comments will be considered, and a summary of these comments will be attached to the substantial amendment. If a comment is not accepted, the reasons for non-acceptance will be included.

## **CDAC Proposed Activity Schedule**

Activity Schedule  
DHCA/CDAC  
July 1, 2013 - June 30, 2014

All dates are approximate and subject to change

<b>DATES</b>	<b>ACTIVITIES</b>	<b>COMMENTS</b>
Mid - July, 2013	Proposed project applications available for distribution to applicants for CDBG and HOME Funding.	Providing applications by this date provides applicants ample time to develop a sound proposal. Prior applicants and citizens/groups who have called DHCA to inquire about availability of funds are on a mailing list.
Mid - August to Mid - September, 2013	DHCA prepares preliminary list of Departmental projects and drafts CDBG-Funded Capital Improvement Program (CIP) projects and forwards to Director for review.	Departmental staff reviews ongoing projects and new projects requiring CDBG and HOME assistance obtaining additional information as appropriate.
Mid - Late April, 2013	Public announcements for new CDAC Advisory member applicants.	Provides open and broad recruitment effort to solicit new members for the Advisory Committee.
August/September, 2013	Appointment to CDAC by County Executive.	County Executive makes appointments and designates Chair
By mid - September, 2013	Preliminary CDBG-funded CIP submitted to OMB.	Comply with County budget process for CIP.
Early July, 2013	Briefing session for prospective new CDAC members	Session designed to explain purpose and time commitment involved, and give brief overview of CDBG program and process.
Mid - July, 2013	Complete review process for new CDAC members.	Departmental staff interview applicants and make recommendations to the County Executive.
Mid-September , 2013	Deadline for submitting project applications for CDBG and HOME (HOPWA funds are distributed via regional allocation).	Proposed project applications accepted by DHCA until close of business.

Early October, 2013	Staff reviews of applications received. Solicits comments from appropriate agencies, local governments, and organizations.	Staff determine if projects are eligible and applications complete. Check for duplication of services and evaluate comments of others.
Early October, 2013	Public Notice listing all CDAC meetings distributed to Government Centers, libraries, etc.	Provide broad dissemination of information regarding committee process.
Early October, 2013	Public hearing on community development needs and Grantee Performance.	Provides interested and affected parties an opportunity to express their needs and comment of performance.
Mid-October to December 2013	Staff and CDAC review project proposals	CDAC ranks projects and establishes funding priorities
January, 2014	Director submits CDAC recommendations on proposed projects to County Executive	Finalize budget recommendations for CDBG for County Executive consideration.
Early April, 2014	County Council hearings on proposed budget as presented in the projected use of funds contained in the annual Action Plan.	Provide interested and affected parties an opportunity to comment on CIP and Operating Budgets including associated activities.
Late April, 2014	Proposed Action Plan advertised and made available for citizens and circulated among surrounding jurisdictions and the State for review and comments.	Provide interested and affected parties an opportunity to examine and comment on the draft Action Plan
Mid May, 2014	County Council approval of proposed projects.	Council reviews proposed projects to be funded.
June 1, 2014	Council formally adopts budget.	
Continuous	Respond in a timely manner to all written inquiries, comments, and complaints about the programs funded through the Consolidated Plan	Provides response to interested and affected parties. Helps identify and resolve problems and misunderstandings.

# Appendix B

## **Analysis of Impediments to Fair Housing Choice**

(May 2011)

### Table of Contents

- I. Introduction
  - Authority, Scope and Methods
  - Executive Summary
- II. Montgomery County, MD, at a Glance – Demographics
  - Population
  - Housing
- III. Impediments to Fair Housing Choice and Recommendations to Further Fair Housing, May 2011
- IV. Fair Housing Related Activities
  - Interagency Fair Housing Coordinating Group (IFHCG)
  - Office of Human Rights
  - Montgomery County Programs to Support Fair and Affordable Housing
- V. Summary
- VI. Attachments
  - Demographic Maps – for racial breakdown and other maps click [here](#); for additional demographic maps, click [here](#)
  - [Trendsheets](#), Montgomery County Planning Dept., 2010 and 2011
  - [“Challenges Associated with the Suburbanization of Poverty,”](#) Greater Washington Research at Brookings, 2010
  - [Montgomery County Foreclosure Events](#), 2007-2010
  - [Design for Life Montgomery Brochure](#), 2010
  - [Interagency Fair Housing Coordinating Group Membership](#), 2011
  - [Fair housing event flyers](#)
  - [OHR Educational Materials – 10<sup>th</sup> Grade Curriculum](#)
  - [OHR Fair Housing Brochures](#)
  - [OHR Testing Results](#), 2009
  - [Housing Element of the General Plan](#), Draft July 2009
  - [Affordable Housing Task Force Report and Recommendations](#), 2008
  - [Tenants Work Group Report](#), 2010

# Appendix B

## 1. Introduction

### Authority, Scope and Methods

This Analysis of Impediments to Fair Housing Choice examines whether all residents or potential residents of Montgomery County share equal access to housing under the federal Fair Housing Act of 1968 and the Fair Housing Amendments Act of 1988, regardless of their race, color, religion, sex, national origin, disability or familial status.

Montgomery County is an entitlement community – a local government that receives an annual allocation of federal funding through the U.S. Department of Housing and Urban Development (HUD) to create and preserve affordable housing. HUD requires that each entitlement community review public and private policies and practices to promote fair housing choice and to address any impediments to fair housing discovered through this review. Montgomery County will affirmatively further fair housing by conducting an Analysis of Impediments to fair housing choice within its jurisdiction, take appropriate actions to overcome the effects of any impediments identified through this Analysis and maintain records reflecting the Analysis and related actions.

Impediments to fair housing choice, as defined by HUD, include:

- Any actions, omissions, or decisions taken because of race, color, religion, sex, disability, familial status, or national origin that restrict housing choices or the availability of housing choices; and
- Any actions, omissions, or decisions that have the *effect* of restricting housing choices or the availability of housing choices on the basis of race, color, religion, sex, disability, familial status or national origin.

The scope of this Analysis will be to identify broadly any existing impediments as defined above within Montgomery County so that the County may make efforts to address them.

The County's Department of Housing and Community Affairs (DHCA) has compiled this report with the collaboration of the County Office of Human Rights, and the members of the Interagency Fair Housing Coordinating Group (IFHCG), which is comprised of representatives from multiple public agencies, non-profit organizations and the private sector. The most up-to-date demographic information has been obtained from the U.S. Census Bureau, the Metropolitan Washington Council of Governments and the Maryland National Capital Park and Planning Commission (M-NCPPC), as well as from within DHCA.

## Appendix B

Montgomery County has also worked closely with the City of Gaithersburg in acknowledgment of the fact that while both the City and the County are each required to analyze impediments to affirmatively furthering fair housing as a condition of receipt of federal housing entitlement funding, both are committed to collaborating. Additionally, the County continues close collaboration with the Metropolitan Washington Council of Governments in recognition of the benefits of a regional approach to affirmatively furthering fair housing.

### Executive Summary

Montgomery County, like the rest of the nation, finds itself in 2011 with a weakened economy, increases in unemployment and a stressed housing market. In addition, budgetary shortfalls and reductions in federal, state and local funding have resulted in reduced available resources to support affordable housing activities at a time when the demand for assistance continues to rise.

The 2011 Impediments to Fair Housing in Montgomery County center largely around the growing need for affordable housing. Affordable housing, in general, is a concern locally because of the overall high cost of living in Montgomery County. People protected under fair housing law tend to be disproportionately affected by a lack of affordable housing choices, including those for persons with disabilities and/or special needs. Montgomery County's permit approval process, including public review, can also be an obstacle to the creation of new affordable housing and the expansion of affordable housing choices, like accessory apartments. A general lack of awareness concerning fair housing issues among residents and housing providers contributes to the difficulty in ensuring the laws are upheld, and additional data is needed to track possible incidents of unfair housing practices.

Unfair lending practices cited in the 2007 Analysis of Impediments have evolved to include poor lending decisions, deceptive business activities regarding home purchases and resultant foreclosures and vacancy concerns. In addition, the County has seen the growth of financial scams that frequently target vulnerable groups such as the elderly or the financially inexperienced, groups with disproportionate numbers of "protected individuals" such as minorities, women and immigrants.

Montgomery County's increasing diversity has also created new challenges to ensuring fair access to housing choices among residents with limited English proficiency, who may be less likely to complain about or even recognize discriminatory housing practices. Additional concerns continue to be raised regarding equitable treatment of, and fair housing for, people with disabilities and for families with children.

## Appendix B

In addition to its commitment to further federal fair housing goals, Montgomery County's Code (Chapter 27, Article 1) also makes it illegal to discriminate in the sale or rental of housing within the County based on marital status, source of income, sexual orientation, gender identity, age, presence of children, family responsibilities, genetic status or ancestry. The County will continue to make every effort to ensure compliance with these goals, to address fair housing issues that arise, and to educate residents about fair housing, so that Montgomery County remains a place where all feel welcome and are proud to call home.

Efforts to affirmatively further fair housing choice for Montgomery County residents are ongoing. This document is not intended as a detailed compilation of every impediment to fair housing choice nor is it a compilation of all recommended actions; rather, it is an effort to highlight key areas that are the focus of priority attention.

### **II. Montgomery County, MD, at a Glance – Demographics**

#### **Population**

During the 1970s and 1980s, Montgomery County grew from a Washington suburb into the region's second largest employment center after the District of Columbia. More than 60 percent of the County's residents work in the County: one-fifth are government workers and 57 percent work in management, professional and related occupations. Montgomery County's biotech community ranks third largest in the nation. In 2008, the majority of employed County residents (59 percent) worked in the County, and one in five (23 percent) commuted to Washington, DC.

As this is being written, new information from the 2010 Census is just becoming available, and this document is using the most recent analyses from the Montgomery County Planning Department, whether it be the 2010 Census or the 2009 American Community Survey (see Demographic Maps and Trendsheets Attachments).

Montgomery County continues to have a growing and diversifying population. According to the 2010 Census, the County's total population is nearly a million strong (971,777) and comprises almost one-fifth of the Washington, DC, metropolitan area. County population has gone up by 11.3 percent, or over 98,000 people, compared to 2000, when the County was home to 873,341 residents. These growth figures exceed those of the State of Maryland, which had a 9 percent growth rate, to a total of 5.8 million, during the same time period. Over the next 30 years, a further 21 percent increase, or 204,073 new residents, is forecast for the County.

## Appendix B

Growth in the minority population continues to fuel overall population growth. In the last decade, the County's minority population grew by 114,589 people (33 percent). In-migration and birth rates among the Hispanic population are higher than any other ethnic category. This trend mirrors the nation's Hispanic population growth. Hispanics are the County's largest minority group with 17 percent of the total 2010 population, followed by 16.6 percent African Americans and 13.9 percent Asians. The County is currently 50.7 percent minority, becoming a "majority minority" county for the first time. Non-Hispanic whites comprise the remaining 49.3 percent of Montgomery County population. The Washington metropolitan region as a whole is also nearly 50 percent minority.

In 2009, 30.8 percent of County residents were foreign-born, compared to 26.7 percent in 2000. Most of the foreign-born residents have come from Asia and Latin American, 36.5 percent and 36.2 percent, respectively. In addition, the number of County residents aged five and up who speak a language other than English at home reached 37 percent, up from 32 percent in 2000. In 2009, 16 percent of the population reported speaking English "less than very well." The number of people with Limited English Proficiency (LEP) has continued to grow, more than doubling between 1990 and 2009. Montgomery County has the highest concentration of LEP population in Maryland and in 2006 its rate was approximately 65 percent higher than that of the US as a whole.

Between 2000 and 2009 Montgomery County saw growth in the numbers of non-white residents and decline in the white population. Hispanic or Latino residents went from 11.5 percent to 16.1 percent, African Americans from 15.1 percent to 16.2 percent and Asians from 11.3 percent to 13.4 percent of the total population. Meanwhile, non-Hispanic whites decreased from 59.5 percent to 51.7 percent of the population. In 2009, 2 percent of Montgomery County residents responded as belonging to more than one race.

Within the Montgomery County Public Schools (MCPS) system, students speak 184 different languages and represent 164 countries. Thirteen percent participate in English for Speakers of Other Languages (ESOL). This largest school system in Maryland (16<sup>th</sup> largest in the US) provides Free and Reduced-price Meals (FARMS) to 30.7 percent of its students. In spite of having almost one-third of its students certified as lower income, MCPS ranks among the top-rated in the nation for graduation rates and academic achievement scores.

Montgomery County ranks first among large counties nationwide in overall educational attainment, with 30.1 percent of residents having earned an advanced degree and another 26.2 percent having a Bachelor's degree. Median area income in the County is also comparatively high at \$94,319 in 2008, ranking fourth in the Washington, DC, metropolitan area and tenth

## Appendix B

nationwide. This is 32 percent higher than the \$71,551 median area income in 2000.

The Washington area's widespread affluence, due to the large number of people with six-figure incomes, disguises the dichotomy between the 46.9 percent of Montgomery County households that make over \$100,000 per year and the 25.3 percent who make less than half that amount and are struggling to make ends meet in an expensive environment. In 2006, 3.3 percent of families in Montgomery County lived below the poverty level. Just three years later in 2009, that percentage had risen to 4.8 percent (with "female head-of-household having children under 5 years old" reaching 45.6 percent, up from only 20 percent in 2006). Five percent of all County residents lived in poverty in 2006, rising to seven percent in 2009. Minorities and people with disabilities tend to be disproportionately represented in the lower income grouping.

In 2011, the official national poverty threshold for a family of four (two parents and two children) was an annual income of \$22,350. This income level is inadequate for self-sufficiency in Montgomery County due to the high cost of living in this area. Many people who would not be called "poor" by federal standards do not make enough income to live in Montgomery County, and thus, could be considered "poor" here. The 2010 poverty rate in the County is 6.8 percent of the overall population or 66,069 people. Among African Americans and Hispanics, however, the rate of poverty is 9.1 percent and 10.4 percent, respectively. This is the highest poverty level in two decades.

In 2008, there were twice as many poor people living in the suburbs of Washington than in the City itself, reversing previous trends. Of the Washington, DC, suburban counties, Montgomery County housed the highest number of poor people at 65,285, according to a 2010 report on the "Challenges Associated with the Suburbanization of Poverty" published by the Brookings Institute (see Attachment). This is the highest poverty rate in two decades. The same report describes the nationwide trend of the 'suburbanization' of poverty. The DC metro area suburbs already counted more poor residents than the 'urban' areas of DC, Alexandria and Arlington. This follows a nationwide trend over the last decade. While the demand for social services has been rising in the suburbs, the infrastructure to provide those services has been historically concentrated in urban areas. This has required places like Montgomery County to stretch their safety nets, while coping with increased budget limitations and cut backs.

The rise of Montgomery County's unemployment rate has mirrored that of the Washington metro area, Maryland and the nation, albeit at a lesser percentage. Between October 2007 and October 2009 the County's unemployment rose from 2.7 percent to 5.7 percent. By October 2010, however, that rate had fallen to 5.2 percent or 26,815 persons.

## Appendix B

The County's primary food charity, Manna Food Center, provided food to 103,335 individual community members in 2010. Other charity and religious groups also provide emergency food supplies. Public assistance caseloads through the County's Department of Health and Human Services have grown every month since fiscal year 2007. Temporary Cash Assistance, Food Stamps and Medicaid applications have risen dramatically by 61.2 percent, 117 percent and 36.6 percent, respectively. The Food Stamps caseload has more than doubled in five years. This troubling trend continues in the current fiscal year.

In addition, home energy assistance recipients have increased, family and single shelter beds continue to be at capacity and the patient load in the Montgomery CARES program for low-income, uninsured residents went up by 25 percent between fiscal years 2010 and 2011 and is projected to rise another 18 percent in fiscal year 2011 (8 percent higher than the budgeted amount).

Beyond providing safety net social services, efforts to alleviate poverty in Montgomery County include enforcing Section 3 requirements, providing access to financial literacy and offering tax preparation assistance. Section 3 of the Housing and Urban Development (HUD) Act of 1968 promotes employment of low-income residents, especially those in public housing, by requiring that HUD grantees (and their contractors and subcontractors) provide jobs and other economic opportunities to local residents and businesses.

Under the County's Local Small Business Reserve Program, adopted in 2009, Montgomery County's departments and agencies have committed to allocating 20 percent of their purchases of goods and services for small businesses in the community. In addition, since 2003, the County's Living Wage Law establishes that certain County service contractors, and their subcontractors, must pay a certain level of wages to employees who perform direct and measurable work on qualified County service contracts. Effective July 1, 2011 the Wage Requirements rate will be \$13.20. In 2010, the Montgomery County Council also unanimously approved a bill that creates a local-government hiring preference for people with developmental, psychiatric or severe physical disabilities.

With support from the County's Department of Health and Human Services, the Community Action Agency coordinates a Volunteer Income Tax Assistance (VITA) program that provides financial literacy help and free tax assistance, using IRS trained and certified volunteers to help low- to moderate-income (\$49,000 or less) individuals and families in filing taxes. These clients include persons with disabilities, the elderly and those with limited English language skills. For tax year 2010, more than \$8 million was returned to 2,749 residents with 72 percent receiving more than \$3 million in federal Earned Income Tax Credit (EITC).

## Appendix B

Census estimates from 2005 showed that 11.6 percent of Montgomery County residents were 65 or older, while in 2009 that number had risen to 12.3 percent. Countywide in 2009 7.5 percent of the population was found to have a disability, but thirty percent of those 65 and over had a disability. People with disabilities include mobility impaired individuals, persons with psychiatric and developmental disabilities, and those with visual or hearing impairments.

In 2009, 9,679 residents received mental health services through the Maryland Public Mental Health System for psychiatric conditions. Additionally, 457 adults reside in supervised/subsidized housing units in single family communities and in multi-family rental apartments.

### Housing

In 2010 banks repossessed one million homes nationwide, according to a January 2011 statement from foreclosure tracker, RealtyTrac. RealtyTrac reports that about five million homeowners were at least two months behind on their mortgage and that 2011 would be the peak year for foreclosures. The numbers would have been higher in 2010 if not for the slowdown toward the end of the year because of revelations that banks had used improper documentation in foreclosure proceedings (see Montgomery County Foreclosure Events Attachment).

According to the 2009 American Community Survey and as reported by *The Washington Post* in a November 2010 article, one in five renters and one in seven homeowners in the Washington area are spending more than half their income on housing. Typically, spending more than 30 percent of household income on housing is considered a “moderate burden” in the housing industry, but in the DC area, many residents are living with what constitutes a “severe burden” of more than 50 percent.

In almost every jurisdiction in the region, hundreds of thousands of lower- and middle-income residents spend a much higher percentage of their income on housing than people do nationwide. For example, in Montgomery County, 76 percent of renters making between \$35,000 and \$49,999 are paying 30 percent or more for housing, compared to only 33 percent of such renters in the United States as a whole. In virtually every county in the region, almost 90 percent of renters making between \$25,000 and \$34,999 are at least moderately burdened.

Additionally, according to the March 2010 Montgomery County Tenants Work Group Report, some renters have concern over the possibility of high rent increases or insecurity over the permanence of their rental agreements. At

## Appendix B

times, renters also feel reluctant or unable to voice their concerns or complaints effectively.

Median monthly housing costs for homeowners in Montgomery County have increased from \$1,634 in 2000 to \$2,546 in 2009 and for renters, from \$914 to \$1,429. The percentage of homeowners who spent more than 30 percent of their income on housing costs, or were "cost-burdened," increased from 22 percent in 2000 to 33 percent in 2008. For renters, the share of cost-burdened households rose from 35 percent in 2000 to a high of 51 percent in 2008. By 2009, however, 44 percent of renters were considered burdened by housing costs. In addition, the rental vacancy rate in the County has dropped from 5.8 percent in 2006 to 4.9 percent in April 2009 and 3.7 percent in April 2010, making the housing market more competitive for renters, who are disproportionately minorities and people with special needs.

Compared to ten regional counties, Montgomery County showed higher than median gross rent in 2009 at \$1,429 (median local rent was \$1,322). Nationally, gross median rent was \$1,250 in 2009 in a comparison of 35 counties.

Montgomery County's median sales price for single and multifamily, new and used homes, was \$355,000 in October 2010, the same level as in 2004. The County's median sales price peaked in 2006 at \$439,000. Montgomery County's median sales prices have typically remained higher than most of the region and the nation since 1999. In the Metro DC region, the October 2010 median sales price was \$344,175, compared to \$318,781 in 2004 and \$401,155 at the top of the curve in 2006. Nationally, first quarter 2010 median sales price reached \$183,700, still lower than the 2004 price of \$195,200 after peaking in 2006 at \$221,900.

The number of foreclosure events (default, auction or real-estate owned) in Montgomery County peaked in 2009 at 7,997 homes, more than two and a half times the total for 2007 (2,956 homes). Foreclosure events in 2010 fell after peaking in the second half of 2009, but only to 5,224 homes. In addition, there is still a significant amount of housing stock somewhere in the process that could result in future foreclosure action. Foreclosure events tended to be located in areas of the County housing higher proportions of minorities. The State of Maryland had identified ten "hot spots" for foreclosures in the County at the end of 2009. By the end of 2010, that number had fallen to five.

Housing development activity has correspondingly slowed with new residential building permits dropping 29 percent between 2008 (787 permits) and 2009 (562 permits). In 2006, 71 percent of housing units were owner-occupied; that percentage decreased to 69 percent in 2009.

## Appendix B

Montgomery County's population aged 65 and older is growing steadily, according to the 2000 Census and the Metropolitan Washington Council of Governments Round 7.0 Forecasts. Between 2010 and 2020 the number of residents 65 and older is forecast to increase by another 34 percent—to 152,648, an increase of more than 54,000 persons. By 2030 the population aged 75 years and older is likely to increase by nearly 38 percent.

By 2030 the population aged 75 years and older is likely to increase by nearly 38 percent. The first boomers will not turn 65 until 2011, and their overall impact will not be felt immediately. According to the *55+ Housing Preference Survey* (M-NCPPC, 2005), 58 percent of County seniors plan to live in their own home as long as possible. Approximately 42 percent (about 71,000 persons) aged 55 and older plan to move from their current residence at some time after retirement. About half of those, regardless of age, plan to move from their current residence within five years. Five percent of the County's housing units are age-restricted, with Leisure World accounting for the majority of market-rate senior units.

The diversity of the growing senior market makes it necessary to develop more than one solution to senior housing. There is a need for moderate but steady growth in the number of senior housing units in the County. Growth has been primarily in the realm of independent living and continuing care retirement communities. However, the fact that more seniors indicate that they plan to stay in their own homes as long as possible means that seniors are likely to need some degree of assisted living when they do leave their own homes. It is important to ensure that Montgomery County maintains a continuum of housing choices to meet the changing and varied needs of its senior population.

The County has 13,133 moderately priced dwelling units (MPDUs) built since 1976, with 4,076 units remaining under resale price or rental controls, either owned by HOC (36 percent) or monitored by the County's DHCA (64 percent).

Despite the economic downturn and high rate of foreclosures, Montgomery County continues to produce and preserve affordable housing. The County has aggressively attacked foreclosures by counseling over 4,000 clients, helping them reach positive outcomes in many of the cases, by acquiring and rehabilitating over 40 foreclosed and vacant homes, and by helping to stabilize neighborhoods by focusing foreclosure assistance in two high impact areas of the County. The County's affordable housing efforts have produced and/or preserved over 5,300 housing units for low and moderate income families over the past three years.

## Appendix B

### **III. Impediments to Fair Housing Choice and Recommendations to Further Fair Housing**

Much progress has been made in Montgomery County since the 2007 Analysis of Impediments, especially in the areas of affordable and accessible housing, as detailed above. New efforts and money have been expended over the last four years to develop and acquire affordable housing stock using the County's Housing Initiative Fund and through the FY09 authorization of a \$25 million bond issuance to create a short-term revolving fund to finance acquisition of existing housing units. This was followed in FY10 with another authorization for a \$25 million bond and in FY11 with an additional \$15 million dollar bond. The voluntary Design for Life Montgomery program has also been implemented to encourage more accessible housing.

There still remain, however, some resistant obstacles to fair housing, chief among them a persistent need for additional affordable housing units as the County grows and the economic recession lingers. In spite of progress, the need for enough suitable housing for persons with a disability or special needs also continues as County residents age.

To promote awareness of fair housing regulations and practices, the County will need to continue providing up-to-date study information on the fair housing environment and to continue conducting adequate outreach efforts to residents and housing providers regarding fair housing rights. These must be ongoing efforts as new residents enter the County and as children grow up to look for their own housing.

Finally, and most urgently in 2011, the housing crisis has created impediments to fair housing by disproportionately affecting minorities, newcomers to this country and the elderly. The housing crisis includes more than foreclosure events, of which there are many. It has been preceded by unfair lending practices, including inadvisable subprime loans, and it has been followed by financial scams offering debt relief that often prey on the victims of earlier schemes. These schemes have tended to target people in the federally protected groups based on considerations such as race, ethnicity and age (the latter, a Montgomery County protected status). The County, in collaboration with other entities, has moved quickly to address evolving housing foreclosures and related financial scams, particularly those that target residents with limited English proficiency, through counseling and other assistance. In addition, DHCA has focused on select 'high risk' neighborhoods in order to strengthen the existing physical environment and to address vacancies and related problems, such as trash, unmowed lawns and vandalism.

While much has been accomplished, affirmatively furthering fair housing choice is an ongoing activity. Broadly defined impediments are unlikely to be

## Appendix B

eliminated over time, as is clear from the impediments identified in this analysis. However, over time, the issues requiring priority attention will change. The current focus on housing foreclosures will become less critical as the economy improves and foreclosures continue to decrease, but, inevitably, other issues will require attention.

In updating our AI report and identifying impediments to affirmatively furthering fair housing choice, Montgomery County remains committed to focusing limited resources effectively and efficiently to address concerns.

Impediments to Fair Housing Choice in Montgomery County, Maryland, have been identified as the following:

1. Lack of an adequate supply of affordable housing
2. Lack of available, affordable and accessible housing for residents with a disability
3. Difficulty siting affordable housing, particularly special needs and group housing
4. Confusing zoning and regulatory requirements
5. Lack of general awareness concerning fair housing issues among residents and housing providers
6. Limited available data needed to inform decision-making, including study information and comprehensive testing on the fair housing environment
7. Unfair and deceptive business practices, poor lending practices, foreclosure concerns and financial scams

### **1. Lack of currently available affordable housing**

The demand for affordable housing still outstrips the supply in Montgomery County in spite of extensive and innovative measures already undertaken to help address the pressing need. Economic hardship, due to the recession, has pushed more residents into the lower end of the financial scale through unemployment and underemployment. There are more than 12,000 households on the waiting list for Public Housing and more than 15,000 households on the waiting list for Housing Choice Vouchers. Both lists open periodically for new applicants as units turnover or become otherwise available.

## Appendix B

Locally, the County, through the Department of Health and Human Services, also provides a number of economic and resource supports including rental and energy assistance to help residents in securing and maintaining housing.

There are a limited number of suitable vacant parcels of land for new housing, and the shortage of affordable rental units is especially high for those needing 3+ bedrooms to accommodate larger families.

### **Recommendations/Goals**

- Continue efforts to increase the supply of affordable housing units to meet residential needs through financing the construction of new units and the preservation of existing units
- Work closely with the Housing Opportunities Commission, for-profit and not-for-profit developers to leverage limited County resources, identify alternative sources of financing to maximize the number of affordable units that can be created and/or preserved
- Continue to provide eviction prevention services
- Continue to provide rental assistance
- Assist households to increase earned income by
  - providing job training and addressing unemployment
  - increasing educational opportunities
  - increasing financial literacy skills
- Promote usage of and ensure compliance with Section 3 of the Housing and Urban Development (HUD) Act of 1968 that requires all grantees of HUD public housing and community development programs (and their contractors and subcontractors) to provide jobs and other economic opportunities to low-income persons, especially those in public housing, using their HUD grant funds; make contractors and fund recipients aware of these opportunities
- Promote higher density residential zoning, especially in Transit Oriented Development areas, when revitalization occurs
- Reduce the development review processing time
- Implement strategies for preserving and increasing affordable housing in accordance with the County's annual growth policy

## Appendix B

- Increase incentives and requirements for developers regarding inclusion of affordable residential units
- Actively monitor and coordinate fair housing legislation and policy initiatives to sustain progress already made and to address new fair housing issues as identified, especially regarding affordable housing

### **2. Lack of available, affordable and accessible housing for residents with a disability**

Whether the disability is a physical impairment, a cognitive impairment, a mental illness or any other condition that limits an individual's ability to live independently in the community, providing housing for persons with disabilities is an ongoing need.

Almost one-third of Montgomery County residents over the age of 65, more than 30,000 people, were identified by 2009 census estimates as having a disability of some kind. In addition, among the overall population in 2009, 7.5 percent was found to have a disability. Census estimates for 2005 showed 11.6 percent of residents were 65 or older, while in 2009 that estimate had risen to 12.3 percent. There is an on-going demand for barrier-free, accessible and adaptable housing. The problem is particularly acute for those living on fixed incomes and without the resources to pay for necessary adaptations to their housing units.

Montgomery County and the Maryland-National Capital Building Industry Association have developed a Voluntary Certification program, *Design for Life Montgomery*, to promote visit-ability and live-ability in single-family attached and detached homes, both new and existing (see Design for Life Montgomery Brochure Attachment).

### **Recommendations/Goals**

- Raise awareness of existing accessible housing options in the community among those with disabilities or those in need of accessible housing amenities through outreach by industry and advocacy groups in collaboration with public and private sector housing providers
- Promote awareness among the general public of the benefits for all of housing design features that enhance accessibility as is being done through the *Design for Life Montgomery* program

## Appendix B

- Promote professional and public awareness of the legal requirements of the Americans with Disabilities Act as related to housing through training and outreach provided by both public and private entities
- Encourage job training and supportive employment for persons with disabilities to boost income levels
- Continue to advocate for Medicaid waivers that support appropriate (including accessible) housing and support services for individuals with physical, developmental or mental disabilities

### **3. Difficulty siting affordable housing, particularly special needs and group housing**

Community members often oppose the siting of affordable housing in their neighborhoods, raising concerns about the adequacy of public facilities to accommodate associated increased social needs and density. When the housing being proposed is for formerly homeless persons or others with special needs, community members raise additional concerns about public safety, property management and the provision of supportive services to those proposed to be housed.

Providing affordable housing and supportive services for persons with special needs, such as those who are homeless or have mental or physical disabilities, remains a particular challenge for the County.

### **Recommendations/Goals**

- Support interagency collaboration to ensure that persons with special needs (including those living in shelters for the homeless) receive both the housing and the supportive services necessary
- Educate the public about the economic and social value of a wide range of housing choices for the community; provide factual information to increase public awareness of and understanding about special needs populations

### **4. Confusing zoning and regulatory requirements**

As noted by Montgomery County's Planning Department, the current zoning code "...is viewed as antiquated and hard to use, its standards are not in keeping with modern development practices, and the code is not administered consistently." The zoning code has not been rewritten since 1977, with much of the confusion due to the growth in the number of zones and in how information is presented. This also results in differing interpretations of

## Appendix B

regulatory requirements that contribute to uncertainty, delay and legal challenges in the context of the development review process for housing.

### Recommendations/Goals

- Support efforts by Maryland-National Capital Park and Planning Commission to reorganize, revise and simplify the County Zoning Ordinance
- Adopt regulatory reform, in the context of the zoning code, to simplify and ensure the predictability of the development review process related to housing
- Allow higher densities for housing, including affordable housing, particularly in areas served by transit

#### **5. Lack of general awareness concerning fair housing issues among residents and housing providers**

Lack of general awareness concerning Fair Housing issues among residents and housing-related professionals in Montgomery County will always be noted as an “impediment” in acknowledgement of the fact that education concerning fair housing issues is an on-going activity. We are a county with a growing and increasingly diverse population, and, as such, education must be continuous, presented in a context that is relevant to current community concerns and presented in a manner that is linguistically appropriate and culturally sensitive.

With the current economy, characterized by increased unemployment and under-employment, and with the rise in the number of housing foreclosures and distressed housing sales, outreach and education about fair housing law is particularly important as investors acquiring distressed or foreclosed properties may be inexperienced landlords, and because owners who have experienced foreclosure may now be seeking affordable rentals.

### Recommendations/Goals

- Coordinate distribution of fair housing materials and sharing of information between public agencies and the private sector
- Disseminate, regularly and repeatedly, outreach and education materials on fair housing to County residents, focusing on minority and protected groups in multiple languages, as necessary, and through various media – print, radio, TV and through community events and social service agencies

## Appendix B

- Mandate or encourage lending institutions, real estate agencies and apartment managers to distribute fair housing materials (e.g. the OHR Guide to Fair Housing brochures)
  - Continue to provide training and general awareness-raising measures in collaboration with industry groups targeted to property managers, real estate agents, mortgage lenders, appraisers, builders, maintenance workers, insurance providers and others in the industry on Fair Housing laws, racial disparities and lending patterns, focusing on how to provide equal housing opportunities and what constitutes discrimination
  - Work toward the continuation and expansion of Montgomery County Public School curriculum to promote awareness of fair housing
  - Continue periodic special events to bolster the public's awareness of fair housing laws
6. **Limited available data needed to inform decision-making, including study information and comprehensive testing on the fair housing environment**

While the County continues to conduct regular fair housing testing in the rental market and has commissioned studies on fair lending, there is an ongoing need for accurate data regarding the for sale market, including appraisals, insurance and advertising. Additionally, there is the need to ensure that all protected groups are represented in the testing performed.

### **Recommendations/Goals**

- Continue to conduct paired testing of the various protected groups regularly to identify both rental and for sale discrimination
- Continue to collect and make public detailed information on fair housing practices
- Study potential disparate treatment for protected groups related to home mortgage lending, foreclosures and related financial scams
- Take appropriate action to enforce fair housing laws and to address the findings identified through relevant studies and testing

## Appendix B

### **7. Unfair and deceptive business practices, poor lending practices, foreclosure concerns and financial scams**

Past studies have shown that African American and Hispanic applicants for home mortgages in Montgomery County were disproportionately refused loans or more often encouraged to use more expensive financing than white applicants with similar income levels, employment and credit history.

In addition, general predatory lending practices disproportionately affect minorities. Minority groups are also more likely to have factors leading towards a lower credit rating and are more likely to not understand credit or how to correct errors and improve their scores.

In the recent home purchasing 'bubble,' which peaked in 2005-2006, it has been strongly suggested that some mortgage lenders may have purposely targeted minority borrowers for sub-prime loans, which carried such qualities as higher costs, adjustable rate mortgages, balloon payment schemes and the often false promise of refinancing, or with balloon payment schemes. Such loans correlate with higher foreclosure rates among racial and ethnic minority groups in Montgomery County.

New changes in home mortgage lending will also have a strong and long-lasting impact on future home-seekers and for current homeowners. For example, because some loans were approved on the basis of weak documentation in the past, it is now difficult for those homeowners to take advantage of programs for loan modification.

The large number of foreclosures, whether due to the economic downturn or to lending practices, has not only negatively affected the housing market and individuals, but also whole neighborhoods and communities.

Reverse redlining occurs when a lender or insurer particularly targets minority consumers, not to deny them loans or insurance, but rather to charge them more than would be charged to a similarly situated majority consumer, specifically marketing the most expensive and onerous loan products. These communities had largely been ignored by most lenders just a couple decades earlier. However, these same financial institutions in the 2000s saw African American and other minority communities as fertile ground for subprime mortgages.

Financial scams promising debt relief have risen as a result of the housing crisis, where loan payments are missed and defaults occur. Local, state and federal offices are joining their efforts to help counsel consumers who are struggling.

# Appendix B

## Recommendations/Goals

- Provide homeownership counseling
- Provide thorough financial literacy training and education to the public in an appropriate language
- Identify or develop educational tools to use for financial learning (e.g. workshop materials or instructional dvds for use at home)
- Identify legitimate financial assistance already available in the County and work to satisfy any unmet counseling needs in the community
- Provide regular testing and periodic studies to determine the extent and severity of discriminatory lending and insurance practices to individual protected groups and generally to racially diverse areas of the County
- Increase and continue outreach and education about predatory lending and related financial scams specifically geared to members of the protected groups, including how to avoid becoming a victim and what to do if it happens, ensuring that outreach materials and meetings meet multilingual needs of the diverse population served
- Provide on-going training both for, and in conjunction with, industry professionals regarding fair lending standards, working cooperatively with industry professionals to encourage conventional lending and expanded alternatives to FHA loans for minority applicants
- Continue to enforce existing laws that protect against unfair lending practices
- Continue to monitor the County financial institution to ensure that it meets a satisfactory or better rating with the Federal Community Reinvestment Act

## **IV. Fair Housing Related Activities**

### **Interagency Fair Housing Coordinating Group (IFHCG)**

The IFHCG was established in 1987 by Chapter 27, Section 27-26B of the Montgomery County Code in order to facilitate and promote the County's efforts to prevent discrimination in housing. The Group continues to hold monthly meetings to further the County's commitment to the principles and practices of fair housing and equal opportunity for protected classes in

## Appendix B

Montgomery County. Its membership is comprised of representatives mandated by the Code from local public agencies and commissions as well as from the private sector. These meetings are also open to the public for those with an interest in fair housing issues (see IFHCG Membership Attachment).

Convened and supported by the Fair Housing Program at the County's Office of Human Rights (OHR), the Group provides an opportunity for exchange of information and concerns, and it acts as a sounding board for new ideas to ensure fair housing. Each April during Fair Housing Month the group organizes events to increase awareness. It also works to identify impediments to fair housing and to promote appropriate solutions to them.

In an effort to address the educational needs of County residents, the IFHCG in collaboration with the Montgomery County DHCA and OHR, has sponsored workshops on the subject of mortgage assistance. These workshops provided attendees with invaluable information on housing counseling programs funded by the County government that were designed to prevent home foreclosures. The IFHCG has continued to address the needs of equal access to housing for disabled County residents. Members of the IFHCG routinely consult with staff members of the OHR and the County's Department of Health and Human Services (DHHS) in response to questions and/or concerns regarding accessibility. The IFHCG also meets with members of the County's Department of Permitting Services (DPS) to address technical interpretations of current building codes and Section 504 compliance issues relative to existing housing units.

### Office of Human Rights

Montgomery County has made progress in improving general awareness of fair housing issues through its Office of Human Rights (OHR), which also has expanded a testing program to analyze the fair housing environment in the County.

The Montgomery County Office of Human Rights (OHR), established 50 years ago, works in conjunction with the volunteer-based Human Rights Commission, a diverse body of 15 community members appointed by the County Executive. Together, they promote, among other duties, fair housing in the County. OHR's Fair Housing Division provides matched pair testing, education and outreach to the community. The Compliance Division handles investigation of discrimination complaints in the areas of employment, public accommodation and housing.

The focus of OHR's Fair Housing Division is to disseminate information that helps people to identify situations of possible discrimination and to develop strategies to avoid or remedy these situations. Staff members make

## Appendix B

presentations to community organizations regarding their rights as well as their responsibilities. OHR also provides regular “One Stop Fair Housing Shop” training to real estate owners, managers and their employees to inform them of the federal, state, and county laws that address housing issues. There are always special activities planned for April as part of Fair Housing Month, and during the fall of 2009, OHR undertook a fair housing ad campaign that entailed a series of awareness ads shown on movie screens in advance of feature films in two, large multi-plex movie theaters in the County. The theater lobbies had an OHR display with handouts and information (see Fair Housing Event Flyers Attachments).

OHR has also developed a fair housing curriculum, which the Montgomery County Public Schools incorporated into each of the 10<sup>th</sup> grade social studies classrooms in the County’s 23 high schools. Additionally, informational brochures cover fair housing topics such as fair housing law, lending procedures and practices, housing for persons with disabilities and source of income. These brochures explain individual rights regarding fair housing, how to recognize discriminatory practices and how to file a complaint. (see OHR Education Materials and OHR Fair Housing Brochures Attachments).

Last year, OHR coordinated a Fair Housing Conference and Discussion Panel, closed 200 cases, including 20 real estate/housing discrimination cases, closed 10 public accommodation cases, and printed a new housing brochure in Spanish.

Montgomery County is committed to ensuring that information and services are culturally aware and are provided in alternative formats to meet the needs of persons with disabilities and in different languages for those with limited English proficiency. This effort is in compliance with federal and County requirements to provide meaningful access to persons with Limited English Proficiency but goes beyond these requirements to embrace the County’s growing diversity and to value the contributions of all residents.

Fair housing testing is a controlled method for measuring and documenting variations in the quality, quantity and content of information and services offered or given to various home seekers by housing providers. A fair housing test involves sending a matched pair of testers to the same apartment complex on the same day, usually two to three hours apart. The testers are matched by the date housing is needed, type of unit requested, income, gender, marital status and employment history. Upon completing their visit to the apartment complex, each tester provides a detailed and objective account of the testing experience. Comparing the accounts of these test visits often makes it possible to identify and document disparities in the treatment, information, and service that are provided to each of the testers.

## Appendix B

OHR's in-house fair housing testing program, established in 1999, conducted 211 tests for Fiscal Year 2009. Tests were designed to identify disparate treatment under County and/or Federal Fair Housing laws and were designed to test on the basis of race, national origin, familial status and source of income.

Testing in response to complaints for FY09 showed evidence of housing discrimination under Montgomery County Code, Chapter 27, based on 'source of income' on four accounts. In these cases, the housing providers refused to accept Housing Choice Vouchers. Formal charges have been lodged in three of these cases. (see OHR Testing Results Attachment). OHR notes that, unfortunately, victims of discrimination typically are not even aware they have been treated unfairly, especially if they are new to this country or do not speak English well.

OHR's Compliance Division reviews complaints of possible discrimination, including those related to real estate discrimination based on the federally protected categories of race, color, religion, sex, national origin, disability or familial status as well as based on the Montgomery County additionally protected categories of marital status, source of income, sexual orientation, age, presence of children or ancestry. This includes cases involving both rental and for-sale housing. OHR works with approximately 35 volunteer mediators who are an integral part of the complaint resolution program. If the initial attempt at mediation does not address the complaint, OHR proceeds to a formal investigation.

### Maryland Commission on Human Relations

In addition to County compliance and outreach efforts, the State Commission on Human Relations works to ensure equal opportunity through the enforcement of State laws against discrimination in employment, housing, and public accommodations. It provides educational and outreach services related to the relevant federal and State laws and pursues legal action where appropriate.

### Montgomery County Efforts to Support Fair and Affordable Housing

Of particular note during 2010 were the County's ongoing outreach efforts regarding the 2010 Census. Working to ensure a complete count of County residents during the decennial census on April 1, 2010, was an important way that Montgomery County could ensure that the County receives a fair allocation of federal and state funding. This funding is critical to affirmatively further fair housing and address identified impediments. Federal and state resources are key in developing new affordable housing, preserving existing housing as affordable and accessible and in providing the income and service supports

## Appendix B

that are critically needed to enable our lower-income residents, particularly those with disabilities, a full range of housing choices.

Outreach was conducted in multiple languages, with education specifically directed to those immigrant groups who, because of national origin or limited English proficiency, may be unfamiliar with, or apprehensive about, participating in the census. Efforts were also made to ensure that information is available in alternative formats and that persons with other special needs are counted.

Persons with disabilities experience a greater degree of unemployment or underemployment than is experienced by those without disabilities and are almost three times more likely to be below the federal poverty level. In recognition of this fact, on February 2, 2010, the Montgomery County Council unanimously approved Bill 46-09, which creates a local-government hiring preference for people with developmental, psychiatric or severe physical disabilities.

In addition, providing affordable housing that is appropriate for those with a disability or special needs remains especially difficult, given necessary physical adaptations and zoning, as well as community concerns. The County's Division of Aging and Disability Services at DHHS continues to work toward accessible standards for visit-ability and live-ability in the community.

On December 1, 2010 the State of Maryland Department on Aging launched the Maryland Access Point (MAP) website for seniors, persons with disabilities and caregivers. MAP is part of the national Aging and Disability Resource Center (ADRC) initiative from the U.S. Administration on Aging and the Centers for Medicare and Medicaid. MAP state partners include the Maryland Departments of Aging, Disabilities, Health and Mental Hygiene, and Human Resources, as well as the Regional Centers for Independent Living. The purpose is to provide streamlined access to information and services for long-term supports and assistance.

Montgomery County Planners have recently undertaken a comprehensive rewrite of the County's Zoning Ordinance. Planners aim to simplify a complex code and to reinforce the County's high quality of life. The Zoning Code was last comprehensively rewritten in 1977.

The Montgomery County Council unanimously approved Zoning Text Amendment 09-08 on March 2, 2010 creating a new family of Commercial/Residential (CR) Zones that will allow some areas designated in master plans to become denser, mixed-use communities that will encourage residents and businesses to be less dependent on automobiles and more reliant on increased public transit.

## Appendix B

Among the provisions of CR Zones is allowance for increased density if properties are developed near public transit and provide other public benefits. CR Zones also allow increased density for projects that include affordable housing alternatives and residential projects that include units that are fully wheel chair accessible.

Unfair lending practices evolved into an extensive foreclosure problem countywide, but especially in areas of the County populated by racial and ethnic minorities. Montgomery County chose to match State funds for housing counseling efforts by providing assistance to four non-profit counseling organizations in areas of the County hardest hit by foreclosure and fraudulent lending activities.

Together, the non-profit agencies, Homefree-USA of Gaithersburg, Latino Economic Development Corporation (LEDC) of Wheaton, Housing Initiative Partnership (HIP) in Germantown and Asian-American Homeownership Counseling in Silver Spring, have given free counseling to over 4,000 clients and have held 145 free workshops (reaching over 7,000 people) through end of 2010. The majority of issues faced are foreclosure prevention, mortgage modification and negotiating with the lender. In many cases, counseling has resulted in successful modification of loan terms. Based on initial feedback, Hispanics and African Americans make up the highest number of clients who have participated in foreclosure prevention and financial counseling sessions.

DHCA also spearheaded the 10<sup>th</sup> Annual Montgomery County Housing Fair & Financial Fitness Day in October 2010. It was attended by 1,200 residents and conducted in collaboration with over 90 exhibitors, including government agencies, non-profit organizations and businesses. The Fair addressed foreclosure prevention, financial scams, managing money, renter's rights and affordable housing. Although the mortgage crisis has abated in recent months, the demand for this type of counseling by Montgomery County residents continues.

In addition, DHCA has established a Focused Neighborhood Assistance Program, choosing two neighborhoods heavily impacted by foreclosures to receive County assistance for stabilization. Montgomery County also licenses all rental housing, and provides help and information regarding relevant laws to both landlords and tenants. DHCA provides extensive information on how to recognize and prevent discriminatory housing practices, including lending procedures and practices, fair housing requirements and additional information concerning occupancy standards and issues specifically related to fair housing for persons with disabilities. DHCA provides sample leases, a Landlord-Tenant Handbook (in English and Spanish), and an on-line apartment rental guide. The

## Appendix B

Department has specialists who work with landlords and tenants to resolve disputes.

In spite of decreasing budget allocations, the County has continued to show a strong commitment to providing affordable housing and for “safety net” services for the most vulnerable. The total number of affordable housing units produced, preserved and in the pipeline for FY11 is 2,120, to date. FY10 secured another 2,783 units, with FY09 showing 1,589 and FY08 1,674.

In addition, Montgomery County, in partnership with the Housing Opportunities Commission (HOC), is providing federal stimulus funds to enable HOC to acquire and rehabilitate vacant, foreclosed properties, preserving these properties as affordable rental housing for the long-term. As of early 2011, 23 homes had been acquired. Additionally, the County is funding, with local funds, and coordinating with non-profit housing providers, like Habitat for Humanity and AHC Inc., to enable these organizations to acquire and rehabilitate vacant, foreclosed properties for sale to lower-income homebuyers.

For FY10, the County Council approved \$57.8 million for the Housing Initiative Fund (\$32.8 million from the general fund and \$25 million in Bond funding). FY11 saw an additional allotment of \$29 million (\$14 million in general funds and \$15 million in Bond funding). This locally-funded housing trust fund is used to increase and preserve the County's supply of affordable housing, including housing for residents with special needs. For FY10, \$8.9 million of the HIF was reserved for continued implementation of Montgomery County's Housing First Plan, a plan to assist homeless individuals and families move rapidly into stable, permanent housing, including rental assistance subsidy payments. During FY11, another \$7.2 million was set aside for this purpose. Also, tenant-based rental assistance in the amount of \$750,000 was provided both in FY10 and FY11 through the HOME Investment Partnership Program to the Montgomery County Coalition for the Homeless to provide needed subsidies for residents of permanent supportive housing.

The County primarily uses its HIF funds to provide gap financing to non-profit and for-profit developers of affordable housing. These funds are used to leverage other sources of affordable housing funds, including Federal HOME funds, state and local bond financing, and equity funding generated through the use of the Federal Low Income Housing Tax Credit program.

In addition, Montgomery County was among the first jurisdictions in the country to adopt inclusionary zoning. Created in 1974, the nationally recognized Moderately Priced Dwelling Unit (MPDU) program has produced almost 13,000 units of affordable for sale and rental housing throughout the County. Under the MPDU program every new development in the County with 20 or more units is required to set aside between 12.5 percent and 15 percent

## Appendix B

of its units as affordable (meaning they are affordable to households earning 65 percent to 70 percent of the AMI). Furthermore, up to one-third of the units produced each year are available to the Housing Opportunities Commission (HOC) for use as lower-income rental housing, thereby reaching households with income as low as 30 percent of median.

The MPDU program has resulted in economically and racially diverse communities throughout the County, expanded housing choice, and resulted in other desirable public outcomes. For example, a recent report issued by The Century Foundation and authored by Heather Schwartz, an Associate Policy Researcher at the RAND Corporation, found that lower-income students in the County who were able to attend more affluent schools, primarily due to the economic integration of households resulting from the MPDU program in Montgomery County, performed better in academic achievement.

The County continues to work in partnership with other organizations to site affordable housing for special populations. Currently, DHCA worked with the Montgomery County Coalition for the Homeless on a project to adaptively reuse and rehabilitate a five-story commercial building in Bethesda into 32 personal living quarters for homeless adults.

The Housing Element of the General Plan was first approved in 1969 and later approved as a part of the 1993 General Plan refinement. The newest version of the Housing Element, prepared by the Maryland-National Capital Park and Planning Commission (M-NCPPC), was approved, with amendments, by the County Council on March 29, 2011 (see Housing Element of the General Plan, Draft July 2009, Attachment). The Housing Element makes note of the chronic shortage of housing that is affordable for much of the County's moderate and lower income households, and it recommends a series of public policy actions that should be taken to reduce the housing affordability gap in Montgomery County. Its goals are 1.) to conserve and stabilize neighborhoods and the existing housing stock, 2.) to concentrate new housing in mixed-use, transit-oriented areas and 3.) to encourage and maintain a wide choice of housing types and neighborhoods for people of all incomes, ages, lifestyles, and physical capabilities at appropriate locations and densities.

DHCA comments on all master and sector plans, advocating that affordable housing be addressed in the plans and that the Maryland - National Capital Park and Planning Commission establish an "affordable housing goal" in each plan area. DHCA also supports zoning text amendments that create a more attractive planning and economic environment for the development of affordable housing, including increases to allowable heights, densities and Floor Area Ratios in order to provide added flexibility to facilitate affordable housing development.

## Appendix B

The Montgomery County Planning Board reviews project, preliminary and site plans as part of the development review process. Each review has different specifications and requires input from several County agencies. Delays can occur at any point in the process, including from the applicant. In the last two years, planners have improved review times for preliminary and site plans by 43 percent to an average of 64 days in FY10.

The Planning Department's Environmental Division reviews every development application for the presence of natural resources, including forests. Review of forest conservation exemptions has improved 45 percent since FY08.

In 2009 DHCA implemented a pilot initiative to comprehensively address community needs in two geographically defined Focus Areas of Mid-County (Wheaton) and Up-County (Germantown). The County's efforts focused on single-family homes in primarily, if not exclusively, residential neighborhoods and grew from a belief in the importance of strong, well-maintained neighborhoods as a critical component of overall community well-being. A common concern expressed by residents and HOA representatives in both focus areas was the growing number of foreclosed or vacant properties and the impact this had on code enforcement complaints, property values and HOA assessments.

As the public housing agency, the Housing Opportunities Commission of Montgomery County (HOC) administers a variety of housing programs in order to provide subsidized housing to low and moderate income individuals and families. The two largest programs are Public Housing and Housing Choice Voucher (formerly called "Section 8"). HOC manages 1,500 Public Housing units and administers 6,028 federal Housing Choice Vouchers, which allow eligible individuals to rent in the private market by using the voucher subsidy. HOC also provides housing for the elderly and for people with disabilities and special needs. In addition, HOC offers homeownership programs that include mortgage financing and closing cost assistance. As of August 2010, HOC owned, managed, administered or financed a total of 22,559 units of housing in Montgomery County.

Affordable housing is spread throughout the County and mixed with market rate housing with the goal of preventing heavy concentrations of low income housing in any one area.

Montgomery County Executive Isiah Leggett convened an Affordable Housing Task Force in March 2007 to address the need to provide sufficient and appropriate affordable housing to the County's increasingly diverse population (see Affordable Housing Task Force Report Attachment). The Task Force was comprised of more than 30 participants from the public and private sectors, representing financiers, builders, advocates and professionals. They met over

## Appendix B

the course of several months and produced a Report in March 2008 that addressed six main goals: preservation of affordable housing, creation of affordable housing, adoption of regulatory reform, community acceptance of affordable housing, assessment of affordable housing goals and home purchase assistance for public employees.

In 2008 the County Executive convened the Tenant Work Group to review primary issues that impact renters in the community, focused specifically on: security; code updates, enforcement and complaints; landlord-tenant communication and tenant advocacy; and particular needs of seniors and special needs populations (see Tenants Work Group Report Attachment). The County is in the process of following up on a number of recommendations.

Montgomery County's Department of Permitting Services (DPS) has introduced a voluntary certification program, Design for Life Montgomery, the first certification effort in Maryland to encourage visit-ability and live-ability for single-family attached and detached homes. It targets both new construction and home renovations. This program follows the National Association of Homebuilder's guidelines and targets both new units and renovation of existing homes. Supported by the Maryland National Capital Building Industry and many local agencies, the visit-ability certification addresses the needs of people with mobility disabilities by having a no-step entrance, door widths of at least 32-inch clearance and a usable bathroom.

Live-ability goes further in requiring the previous three amenities plus a bedroom, full bath, kitchen and circulation path that are all accessible. Homes enhanced with these features will meet the needs of residents and visitors for a lifetime, especially persons with a temporary or permanent disability. Such design also helps Montgomery County's senior population to 'age-in-place.' As of March 2011, 45 building permits have been issued for this program.

In addition, the Montgomery County Commission on People with Disabilities indicates that there is a strong correlation between people with disabilities and unemployment or underemployment, resulting in a further need for affordable housing. In Montgomery County, of the 40,000 individuals with disabilities, 43.3 percent are unemployed, according to the 2006 American Community Survey from the U.S. Census Bureau. The Commission advocates further for fair housing for those with a disability by encouraging visit-ability requirements in new housing and supporting financial assistance, where qualified, for renovations to existing single-family and multi-family homes.

The Special Needs Housing Division at DHHS focuses on basic housing stabilization services as well as on longer term supportive, transitional and permanent housing options for persons with special needs, such as those who are homeless or have mental or physical disabilities or a police record.

## Appendix B

Metropolitan Washington Council of Governments' (COG) Housing Programs cover a broad array of issues important to area local governments and their housing partners. These include data on the region's housing stock, homelessness, housing affordability, concentration of affordable housing, fair housing, and neighborhood redevelopment. COG works to provide current, accessible information that will help inform regional and local policies. Current COG Housing Program efforts include implementation of the Metropolitan Washington Regional Affordable Housing Policy, which calls for the creation of new affordable housing, the preservation of existing affordable housing and the distribution of affordable housing opportunities around the metropolitan area.

Montgomery County, in partnership with the State and other advocacy groups, has worked hard to ensure that accurate and timely information is available so that residents do not unwittingly become victims of a scam and know where to turn for help if they are victimized. The County's web site has a section devoted to foreclosure prevention that provides information on how to avoid scams and fraud.

The County has also collected and mapped foreclosure data, making the data available on line, and using it to identify any trends. Staff is also working closely with banks that have foreclosed to mitigate the impact on neighborhoods by reducing the length of time properties are vacant and in 'bank inventories' and to ensure that vacant properties are maintained.

The Justice Department, under the direction of Assistant Attorney General Tom Perez (a Montgomery County resident and former Montgomery County councilmember), has created a new Fair Lending unit that focuses exclusively on unfair lending practices, including both the unfair denial of minority access to home loans as well as any discriminatory efforts to target minorities for subprime loans. The increased efforts at the federal level will help ensure that unfair lending practices are addressed.

The Montgomery County Office of Consumer Protection (OCP) and the Maryland Attorney General's Office, Consumer Protection Division, are responsible for ensuring a fair marketplace for consumers and businesses, and they enforce consumer protection laws that prohibit unfair and deceptive business acts. As part of this, they investigate complaints related to mortgage loan modification scams and offer advice on how to identify if you have been approached by a potential scammer as well as information on foreclosure counseling services law, the compliant mediation process and how to file a complaint.

The County's Office of Consumer Protection provides advice and information on predatory lending in general and on discriminatory predatory lending in

## Appendix B

particular because the primary targets of predatory lending are African Americans, Hispanics and elderly women.

The topic of predatory lending has become commonplace in newspaper headlines and in housing discussions. Discriminatory predatory lending targets borrowers for loans with exorbitant or abusive terms based on race, national origin, sex, age, or other protected categories. Some abusive home-lending practices occur in the so-called “sub-prime market” and many address home loan opportunities for people with limited credit histories.

### **V. Summary**

Montgomery County’s 2011 Analysis of Impediments to Fair Housing Choice provides an overview of fair housing circumstances in the County and enumerates efforts made by many agencies and parties in the County to effectively and affirmatively further fair housing. It does not claim to be an exhaustive guide to every instance or effort regarding fair housing.

Even with substantial concerted efforts, impediments still remain that are ongoing and difficult to eliminate, including the general lack of affordable and accessible housing, especially for persons with a disability or special needs. A recurring need also continues for outreach and education concerning fair housing to both residents and housing providers, especially as the County grows and diversifies.

Montgomery County’s permit approval process, including public review, can also be an obstacle or delay in the development of new, especially affordable, housing. Also, limited availability of accurate data and information about the fair housing environment may hamper appropriate decision-making.

Finally, unfair business and lending practices have contributed to high levels of foreclosure events that, ultimately, can also provide fertile ground for financial scams. Such schemes often target people who are minorities, immigrants or seniors and are protected under the federal Fair Housing Act of 1968 and the Fair Housing Amendments Act of 1988.

Montgomery County takes seriously the affirmative furthering of fair housing and works continuously to provide comprehensive responses to cited impediments, both in-house and through cooperative efforts with other jurisdictions, agencies and relevant participants.

# Appendix B

## **VI. Attachments**

- Demographic Maps – for racial breakdown and other maps click [here](#); for additional demographic maps, click [here](#)
- [Trendsheets](#), Montgomery County Planning Dept., 2010 and 2011
- [“Challenges Associated with the Suburbanization of Poverty,”](#) Greater Washington Research at Brookings, 2010
- [Montgomery County Foreclosure Events](#), 20007-2010
- [Design for Life Montgomery Brochure](#), 2010
- [Interagency Fair Housing Coordinating Group Membership](#), 2011
- [Fair housing event flyers](#)
- [OHR Educational Materials – 10<sup>th</sup> Grade Curriculum](#)
- [OHR Fair Housing Brochures](#)
- [OHR Testing Results](#), 2009
- [Housing Element of the General Plan](#), Draft July 2009
- [Affordable Housing Task Force Report and Recommendations](#), 2008
- [Tenants Work Group Report](#), 2010

## Appendix C – Advertisement in Local Paper/request for Comment/Comments

Public comment: no public comment was received on this report as of June 13, 2014

**Greene, Matthew**

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**From:** Greene, Matthew**Sent:** Friday, April 12, 2013 4:58 PM

**To:** Anderson, Christopher J.; Art Rogers; Ball, Kim; Bandeh, Jewru; Black, Sara A; Cager, Lawrence C.; David Levy (dlevy@rockvillemd.gov); dhcd@co.pg.md.us; Elijah Johnson (ejohnson@pwcgov.org); Eric C. Brown (ecbrown@co.pg.md.us); Evans, Patsy; Goetzinger, Timothy; Greene, Jalal; Greiner, John; Hartman, Ken; Jennifer S. Short (jshort@FrederickCountyMD.gov); Jerry Robinson (Jerry.Robinson@hocmc.org); John Hall (John.Hall@dc.gov); John Payne; Joy Flood (joy.flood@hocmc.org); Killian, Stephanie; Korona, Luann; Les Kaplan; Louise Kauffmann (lkauffmann@gaitersburgmd.gov); Matthews, Catherine; Mildrilyn Davis (mildrilyn.davis@alexandriava.gov); Nelson, Rick; Osias, Tedi; Paul DesJardin (pdesjardin@mwco.org); Paula C. Sampson (psamps@co.fairfax.va.us); rbrusnan@arlingtonva.us; Richard DeBose (Richard.DeBose@montgomeryplanning.org); Roberts, Roylene; Rodriguez, Reemberto; Ruth O'Sullivan; Sara Daines (SaraD@takomagov.org); Schacherer, Dale; Stacy Brooks; Stacy L. Spann (stacy.spann@hocmc.org); Strauss, Sharon; Susan Swift (sswift@rockvillemd.gov); Thon, Karen; van Balen, Ana Lopez

**Subject:** Montgomery County FY14 Consolidated Plan

Dear Neighboring Jurisdiction Colleague,

Montgomery County's proposed FY14 Annual Action Plan of the Consolidated Plan for Housing and Community Development is now available for review and comment. This Action Plan covers the fourth year of the County's Five-Year Consolidated Plan for fiscal years 2011-2015. The full document can be viewed online or downloaded here:

<http://www.montgomerycountymd.gov/content/dhca/community/ConPlan.asp>.

Hard copies may also be reviewed at the Department of Housing and Community Affairs (100 Maryland Avenue, Fourth Floor, Rockville, Maryland 20850) and at the following Regional Service Centers (please note that some centers may have reduced hours and you should call ahead to ensure that they open at the time you wish to review the plan):

Bethesda-Chevy Chase Regional Services Center  
4805 Edgemoor Lane  
Bethesda, Maryland 20814  
Phone: 240-777-8200, email: bethesda.citizen@montgomerycountymd.gov.

Mid-County Regional Services Center  
2424 Reedy Drive  
Wheaton, Maryland 20902  
Phone: 240-777-8101, email: midcounty.citizen@montgomerycountymd.gov

Eastern Montgomery Regional Services Center  
3300 Briggs Chaney Road  
Silver Spring, Maryland 20901  
Phone: 240-777-8414, email: eastco.citizen@montgomerycountymd.gov

Silver Spring Regional Services Center  
One Veterans Place, Silver Spring, Maryland 20910  
(corner of Ellsworth Drive and Fenton Street)  
Phone: 240-777-5300, email: silver.spring@montgomerycountymd.gov

Upcounty Regional Services Center  
12900 Middlebrook Road, Suite 1000  
Germantown, Maryland 20874  
Phone: 240-777-8040, email: upcounty.citizen@montgomerycountymd.gov

Information is available in alternate formats upon request. Email comments in reply to this email are welcome.

Written statements may also be submitted until 5:00 p.m., May 14, 2013 and should be addressed to:

Richard Y. Nelson Jr., Director  
Department of Housing & Community Affairs  
100 Maryland Avenue, Fourth Floor  
Rockville, Maryland 20850

Please call or email if you need further information or have questions about this.

Regards,

Matt

Matthew Greene, AICP  
Community Development Division  
Department of Housing & Community Affairs  
100 Maryland Avenue, 4th floor  
Rockville, MD 20850  
Phone: 240-777-3631  
Fax: 240-777-3653  
Email: [matthew.greene@montgomerycountymd.gov](mailto:matthew.greene@montgomerycountymd.gov)

# Certificate of Publication

State Of Maryland }  
County of Montgomery } SS

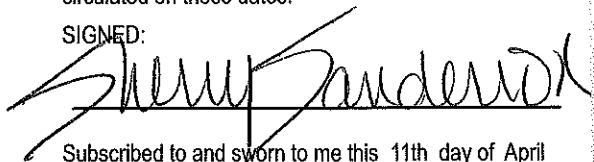
Sherry Sanderson, being duly sworn, says:

That she is Legal Advertising Representative of The Montgomery County Sentinel, a weekly newspaper of general circulation, published in Rockville, Montgomery County, Maryland; that the publication, a copy of which is attached hereto, was published in the said newspaper on

April 11, 2013

That said newspaper was regularly issued and circulated on those dates.

SIGNED:



Subscribed to and sworn to me this 11th day of April 2013,

## **MONTGOMERY COUNTY, MARYLAND DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS**

### **NOTICE - FY 2014 Consolidated Plan Annual Action Plan Available for Review**

In accordance with Title I of the Housing and Community Development Act of 1974 as amended and the regulations found at 24 CFR part 91, et. seq., the Department of Housing and Community Affairs (DHCA) has drafted Montgomery County's proposed Consolidated Plan for Housing and Community Development One-Year Action Plan for FY 2014 covering the period July 1, 2013 to June 30, 2014. The FY 2014 Plan covers the fourth year of the County's Five-Year Consolidated Plan for Fiscal Years 2011-2015.

The Consolidated Plan describes projects proposed for funding in Fiscal Year 2014 with CDBG, HOME, ESG and HOPWA funds. It should be noted that at the time of drafting this Plan there was uncertainty regarding the federal fiscal year 2013 budget, which funds this County fiscal year FY14 Plan. Therefore, as described further in the Plan, the funding amounts used are only estimates based on receiving 5.1% less than in County fiscal year 2013. Funding levels could change between the publication of this draft Plan and submission to and acceptance of a final Plan by the U.S. Department of Housing and Urban Development.

All interested parties are invited to submit comments on the Plan and on the community development performance of Montgomery County. The Plan, as well as the most recent performance report (Consolidated Annual Performance and Evaluation Report), will be available on DHCA's website beginning April 15, 2013: <http://www.montgomerycountymd.gov/content/dhca/community/ConPlan.asp>. Hard copies of the Consolidated Plan will be available for review at the following locations beginning on April 15, 2013:

Montgomery County, Maryland  
Dept. of Housing and Community Affairs  
100 Maryland Avenue, Fourth Floor  
Rockville, Maryland 20850

Eastern Montgomery Services Center  
3300 Briggs Chaney Road  
Silver Spring, Maryland 20901

Bethesda-Chevy Chase Services Center  
4805 Edgemoor Lane  
Bethesda, Maryland 20814

Silver Spring Services Center  
One Veterans Place  
Silver Spring, Maryland 20910

Mid-County Services Center  
2424 Reddie Drive  
Wheaton, Maryland 20902

Upcounty Services Center  
12900 Middlebrook Road, Suite 1000  
Germantown, Maryland 20874

Written statements may be submitted until 4:00 p.m., May 14, 2012 and should be addressed to:

Richard Y. Nelson Jr., Director  
Department of Housing & Community Affairs  
100 Maryland Avenue, Fourth Floor  
Rockville, Maryland 20850  
Telephone: 311; TTY number (for the hearing impaired) is 240-773-3556



**EQUAL HOUSING  
OPPORTUNITY**

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DEPARTMENT OF HOUSING & COMMUNITY  
AFFAIRS  
100 MARYLAND AVENUE  
FOURTH FLOOR  
ROCKVILLE, MD 20850

## Con Plan FY14 web posting

773-3556.

### FY14 Consolidated Plan Annual Action Plan

The FY14 Annual Action Plan will be submitted for approval to the United States Department of Housing and Urban Development (HUD) on May 15, 2013. The Plan serves as Montgomery County's application for CDBG, HOME and ESG funds for Fiscal Year 2014 (July 1, 2013 to June 30, 2014). The plan identifies community needs as well as specific uses for the annual funding allocations under these three programs.

All interested parties are invited to submit comments on the Plan and on the community development performance of Montgomery County. Hard copies of all Consolidated Plan materials are available for review at DHCA during normal business hours: 100 Maryland Avenue, Fourth Floor, Rockville, Maryland 20850. They may also be reviewed at any of the County Regional Service Centers. Written statements may be submitted until 5:00 p.m., May 14, 2013 and should be addressed to:

Richard Y. Nelson Jr., Director  
Department of Housing & Community Affairs  
100 Maryland Avenue, Fourth Floor  
Rockville, Maryland 20850  
Telephone: 311; TTY number (for the hearing impaired) is 240-773-3556

[Executive Summary and Section 1](#) (includes annual Action Plan of proposed spending; 74 pages, 1.4 MB)

[Action Plan \(proposed use of funds for CDBG, ESG, and HOME funding; 8 pages, 543 KB\)](#)

[Section 2 - HUD Tables \(51 pages, 2 MB\)](#)

[Section 3 - Continuum of Care \(97 pages, 655 KB\)](#)

[Appendix A - Citizen Participation \(10 pages, 48 KB\)](#)

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DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS

Isiah Leggett  
*County Executive*

Richard Y. Nelson, Jr.  
*Director*

April 12, 2013

Dear Regional Services Center Director:

This is a draft copy of the Department of Housing and Community Affairs (DHCA) Consolidated Plan Action Plan for County Fiscal Year 2013 (July 1, 2013 – June 30, 2014). Copies are being sent to all Service Centers **for public review at the Center**. Those wishing copies or having questions may call DHCA at **240-777-3631**. Public comment is accepted at any time, but should any citizen wish to have their comments included in the final copy sent to HUD he/she must **contact DHCA by 5:00 pm on May 14, 2013**.

Thank you for making this document available for review.

Matthew Greene  
Senior Planning Specialist

Code Enforcement  
FAX 240-777-3701

Division of Community Development  
Neighborhood Revitalization  
FAX 240-777-3632

Grants Administration/Special Projects  
FAX 240-777-3653

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100 Maryland Avenue, 4th Floor • Rockville, Maryland 20850 • 240-777-3600 • [www.montgomerycountymd.gov/dhca](http://www.montgomerycountymd.gov/dhca)